

ORDER FOR SUPPLIES OR SERVICES (FINAL)

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1. CONTRACT NO. N00178-06-D-4745		2. DELIVERY ORDER NO. GM01		3. EFFECTIVE DATE 2009 Mar 16		4. PURCH REQUEST NO. N68936-09-NR-55124		5. PRIORITY Unrated		
6. ISSUED BY NAVAIR Weapons Division China Lake 429 E Bowen Road - Stop 4015 China Lake CA 93555-6108			CODE N68936	7. ADMINISTERED BY DCMA LOS ANGELES P.O. Box 9608 Mission Hills CA 91346-9608			CODE S0512A	8. DELIVERY FOB DESTINATION OTHER <i>(See Schedule if other)</i>		
9. CONTRACTOR Engineering Management Concepts, Inc. 5051 Verdugo Way Suite 200 Camarillo CA 93012-8658			CODE IDB04	FACILITY 39341978		10. DELIVER TO FOB POINT BY (Date) See Schedule		11. X IF BUSINESS IS SMALL SMALL DISADVANTAGED WOMEN-OWNED		
14. SHIP TO See Section D			CODE	15. PAYMENT WILL BE MADE BY DFAS Columbus Center, West Entitlement P.O. Box 182381 Columbus OH 43218-2381			CODE HQ0339	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.		
16. TYPE OF ORDER	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract.							
	PURCHASE		Reference your _____ furnish the following on terms specified herein.							
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.										
Engineering Management Concepts, Inc.			Kristine M. Gardner <i>Kristine M. Gardner</i>			V.P., Programs			3-12-09	
NAME OF CONTRACTOR			SIGNATURE			TYPED NAME AND TITLE			DATE SIGNED (YYYYMMDD)	
If this box is marked, supplier must sign Acceptance and return the following number of copies:										
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Schedule										
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES			20. QUANTITY ORDERED/ ACCEPTED *	21. UNIT	22. UNIT PRICE	23. AMOUNT			
	See Schedule									
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				24. UNITED STATES OF AMERICA			25. TOTAL	\$4,871,056.30		
				BY: /s/Theodore W Fiske			26. DIFFERENCES			
				03/12/2009			CONTRACTING/ORDERING OFFICER			
27a. QUANTITY IN COLUMN 20 HAS BEEN										
INSPECTED	RECEIVED	ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED.								
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				c. DATE		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE				28. SHIP NO.		29. D.O. VOUCHER NO.		30. INITIALS		
				PARTIAL		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR		
				FINAL						
f. TELEPHONE				g. E-MAIL ADDRESS					34. CHECK NUMBER	
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.				31. PAYMENT COMPLETE		35. BILL OF LADING NO.				
a. DATE				b. SIGNATURE AND TITLE OF CERTIFYING OFFICER						
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED		40. TOTAL CONTAINERS		41. S/R ACCOUNT NUMBER		
								42. S/R VOUCHER NO.		

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GENERAL INFORMATION

CLIN 1001 is hereby incrementally funded by \$985,000.00 from \$0.00 to \$985,000.00.

CLIN 3000 is hereby incrementally funded by \$15,000 from \$0.00 to \$15,000.00.

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	Supplies/Services Qty	Unit	Est. Cost	Fixed Fee	CPFF
1001	The contractor shall provide labor support in accordance with the Performance Work Statement (PWS). FUNDING PROVIDED UNDER THIS LINE ITEM IS FOR LABOR AND SUBCONTRACTOR PASS THROUGH COSTS. (O&MN,N)	62400.0 LH	\$4,417,251.66	\$346,188.64	\$4,763,440.30
100101	Incremental Funding for Labor (PR 1300123815) ACRN AA (O&MN,N)				

For ODC Items:

Item	Supplies/Services Qty	Unit	Est. Cost
3000	Funding for TRAVEL and all other allowable and allocable ODCs (O&MN,N)	1.0 Lot	\$107,616.00
300001	Incremental Funding for ODC (PR 1300123815) ACRN AA (O&MN,N)		

Additional Informational SubCLINs (SLINs) will be created as incremental funding is added to fund this effort.

CLIN 1001 on this task order is Cost Plus Fixed Fee.

The level of effort for the performance of this order is based upon an anticipated total estimated level of effort of 62,400 man-hours of direct labor. The contractor is encouraged to provide innovative solutions and labor mixes for fulfilling the requirement as defined in the Performance work Statement (PWS).

Offerors will utilize the total level of effort provided in Section B below for their proposal. Offerors shall not provide a total level of effort different than listed below. However, offerors are free to propose their own labor categories and labor mix as long as the total level of effort matches the level of effort provided herein. To support the request for proposal, the following sample labor mix estimate is provided. This sample estimate is not to be considered direction from the Government as to labor mix. Offerors will utilize the sample estimate to propose a best value labor mix, which will be evaluated in accordance with Section M of the solicitation. This is provided as a sample personnel/labor mix, but does not necessarily represent the best value approach. The following are key personnel categories:

Senior Program Manager

Project Manager

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Systems Analyst

Senior Software Programmer

Web Designer

Analyst

Instructional Technician

Associate Programmer

Technical Writer I

Programmer

For Estimating purposes only, the historical data below is being provided as a guide for preparing future requirements. The contractor is not bound by these historical hours and is encouraged to provide innovative solutions and labor mixes for fulfilling the requirements as stated in the PWS.

5252.211-9503 LEVEL OF EFFORT (COST REIMBURSEMENT) (NAVAIR) (OCT 2005)

(a) The level of effort estimated to be ordered during the term of this task order is 62,400 man-hours of direct labor including authorized subcontract labor, if any. The contractor shall not, under any circumstances, exceed one hundred (100%) percent of the total level of effort specified in this basic contract. The estimated composition of the total man-hours of direct labor by classification is as follows:

Labor Category	Hours-Base Period
Sr Program Manager	1920
Project Manager	2880
Systems Analyst	13440
Sr. Programmer	11520
Web Designer	5760
Analyst	6720
GD-Instructional Technician	2880
Associate Programmer	4800
Technical Writer I	4800
Programmer	7680

(b) FAR Clause 52.232-20, "Limitation of Cost" applies to fully funded orders and FAR Clause 52.232-22, "Limitation of Funds" applies to incrementally funded orders. Nothing in this clause amends the rights or responsibilities of the parties hereto under either of those two clauses. In addition, the notifications required by this clause are separate and distinct from any specified in either FAR Clause 52.232-20 or FAR Clause 52.232-22.

(c) In the event that less than one hundred (100%) percent of the established level of effort of the basic contract is actually expended by the completion date of the contract (or if said Level of Effort has been previously revised upward, or the fee bearing portion of the additional hours by which the Level of Effort was last increased), the Government shall have the option of:

(1) Requiring the Contractor to continue performance, subject to the provisions of the FAR Clause 52.232-20 or 52.232-22, as applicable, until the effort expended equals 100% of the established Level of Effort; or

(2) Effecting a reduction in the fixed fee by the percentage by which the total expended man-hours is less than one hundred (100%) percent of the established Level of Effort (or the fee bearing portion of the last upward revision).

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(d) Completion Form Task Orders.

(1) A level of effort shall be established for each completion form task order. This estimated level of effort is established for the purpose of determining the amount of fixed fee payable on the task order and tracking the ceiling amount of the contract, it is not to be construed as a performance requirement. In the event the task(s) cannot be completed within the estimated cost, the Government will require more effort without increase in fee, if the Government elects to continue, provided the Government increases the estimated cost.

(2) Within thirty days after completion of the work under each completion form task order, the Contractor shall submit the following information directly, in writing, to the ordering officer, with copies to the COR and the Defense Contract Audit Agency office to which vouchers are submitted:

(i) The Contractor's estimate of the total allowable cost incurred under the task order; and

(ii) In the case of a cost under run, the amount by which the estimated cost of the task order may be reduced to recover excess funds.

(e) Term Form Task Orders.

(1) The Contractor shall notify the Procuring Contracting Officer immediately in writing whenever it has reason to believe that:

(i) The level of effort the Contractor expects to incur under any term form order in the next 60 days, when added to the level of effort previously expended in the performance of that order, will exceed seventy-five (75%) percent of the level of effort established for that order; or

(ii) The level of effort required to perform a particular term form order will be greater than the level of effort established for that order.

As part of the notification, the Contractor shall provide the Contracting Officer a revised estimate of the level of effort required to perform the order. As part of the notification, the Contractor also shall submit any proposal for adjustment to the estimated cost and fixed fee that it deems would be equitable if the Government were to increase the level of effort as proposed by the Contractor. In performing term form task orders, the Contractor may use any combination of hours of the labor categories listed in the task order.

(2) In performing term form task orders, the contractor may use any combination of hours of the labor categories listed in the task order.

(3) Within thirty days after completion of the work under each term form task order, the Contractor shall submit the following information directly, in writing, to the ordering officer, with copies to the COR and the Defense Contract Audit Agency office to which vouchers are submitted:

(i) The total number of man-hours of direct labor, including subcontract labor, expended and a breakdown of this total showing the number of man-hours expended in each direct labor classification listed in the task order schedule, including the identification of the key employees utilized;

(ii) The Contractor's estimate of the total allowable cost incurred under the task order; and

(iii) In the case of a cost under run, the amount by which the estimated cost of the task order may be reduced to recover excess funds.

(4) In the event that less than one hundred (100%) percent of the established level of effort of a term order (or if said level of effort has been previously revised upward, of the fee bearing portion of the additional hours by which the level of effort was last increased) is actually expended by the completion date of the contract, the Government shall have the option of:

(i) Requiring the Contractor to continue performance, subject to the provisions of the "Limitation of Cost" or the "Limitation of Funds" clause, as applicable, until the effort expended equals one hundred (100%) percent of the established Level of Effort (or of the fee-bearing portion of the last upward revision); or

(ii) Effecting a reduction in the fixed fee by the percentage by which the total expended man-hours is less than one hundred (100%) percent of the established Level of Effort (or the fee bearing portion of the last upward revision).

(5) In the event that the expended level of effort of a term order exceeds the established level of effort by ten (10%) percent or less, but does not exceed the estimated cost of the order; the contractor shall be entitled to cost reimbursement for actual hours expended, not to exceed the ceiling cost. The contractor shall not be paid fixed fee, however, on level of effort in excess of one hundred (100%) percent without complying with subsection (e)(1) above. This understanding does not supersede or change subsection (e)(1) above, whereby the contractor and Government may agree on a change to the task order level of effort with an equitable adjustment for both cost and fee.

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

PERFORMANCE WORK STATEMENT

FOR

ALL WEAPONS INFORMATION SYSTEM (AWIS) SEAPORT-E TASK ORDER

1 SCOPE

1.1 **Scope.** The scope of this task order effort encompasses services and materials necessary to support analysis, design, development, test, integration, deployment, and operations of information technology (IT) systems and services. The contractor shall provide Information Technology (IT), software maintenance, enhancements, database administration, maintenance, and logistics support in support of the All Weapons Information System (AWIS) program. AWIS is chartered to be the centralized database for ordnance logistics data. AWIS consists of approximately 29 different modules, with 6,000 users, to support all aspects of ordnance data collection. All modules are accessible via AWIS central and users with the appropriate level of access can transparently move between modules. In order to insure the highest degree of data accuracy, all modules access the same set of validated information using the Core Data Management System (CDMS). The application and management of software development methods, practices and documentation varies from platform to platform in the NAWCWD environment just as it does in the business and administrative environments. The software process related to the business and administrative functions are centered on standard industry methods and practices. NAWCWD maintains a software process environment (SPE) for the development of weapon/aircraft tactical and support system software in accordance with DoD-STD-2167A/MIL STD 498. The NAWCWD has instituted an active program for the NAWCWD Software Process Improvement Initiative to improve its software and system engineering design/development/test processes to a higher maturity level in accordance with the Capability Maturity Model (CMM) principles developed by the Software Engineering Institute (SEI). This effort includes support, maintenance, and conversion of NAVSEA data into all of the common AWIS modules (the OPOM Module is under a separate contract however its efforts are in relation to this task order). Future requirements for Base Realignment and Closure (BRAC) to this task order are unknown. If impacted, and once the extent of the impact to the task order is known, the task order will be modified as appropriate.

2 APPLICABLE DOCUMENTS

2.1 **General.** The documents listed below are not necessarily all of the documents referenced herein, but are the ones that are needed in order to fully understand the information provided by this Performance Based Statement of Work. All Information Assurance (IA) will be in compliance with the following:

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SECNAV M-5239.1 DoN Information Assurance Program; Information Assurance Manual

National Industrial Security Operating Manual (NISPOM)

CJCSI 6211.02B, Defense Information System Network (DISN): Policy Responsibilities and Processes, 31 July 2003

CJCSI 6212.01C, Interoperability and Supportability of Information Technology and National Security Systems, 20 November 2003

CJCSI 6215.01B, Policy for Department of Defense Voice Networks, 23 September 2001

CJCSI 6250.01A, Satellite Communications, 28 May 2004

Chairman Joint Chiefs of Staff Manual (CJCSM) 6510.01, Information Assurance (IA) and Computer Network Defense (CND), 25 March 2003

CJCSI 6510.01D, IA and CND, 15 June 2004

CNO N614/HQMC C4, Navy-Marine Corps Unclassified Trusted Network Protection (UTN-Protect) Policy, Version 1.0, 31 October 2002

DoN CIO Guidance on Information Management/IT Inherently Governmental Functions, November 2001

DON IA Publication Series

DoDD 3020.26, Continuity of Operations (COOP) Policy and Planning, 26 May 1995

DoDI 4630.8, Procedures for Interoperability and Supportability of IT and NSS, 30 June 2004

DoDD 4630.5, Interoperability and Supportability of IT and NSS, 5 May 2004

DoDD 5000.1, The Defense Acquisition System, 12 May 2003

DoDI 5000.2, Operation of the Defense Acquisition System, 12 May 2003

DoD 5200.2-R, DoD Personnel Security Program, January 1987

DoDI 5200.40, "DoD IT Security Certification and Accreditation (C&A) Process (DITSCAP)," 30 Dec 1997

DoDD 8100.1, Global Information Grid (GIG) Overarching Policy, 19 September 2002

DoDI 8100.2, Use of Commercial Wireless Devices, Services, and Technologies in the DoD Global Information Grid (GIG), 14 April 2004

DoDI 8100.3, DoD Voice Networks, 16 January 2004

DoDD 8190.3, Smart Card Technology, 31 August 2002

DoDD 8320.2, Data Sharing in a Net-Centric DoD, 2 December 2004

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DoDD 8500.1, Information Assurance, 24 October 2002

DoDI 8500.2, Information Assurance Implementation, 6 February 2003

DoD 8510.1-M, DITSCAP Application Manual, 31 July 2000

DoDI 8520.2, Public Key Infrastructure (PKI) and Public Key (PK) Enabling, 1 April 2004

DoDI 8551.1, Ports, Protocols, and Services Management (PPSM), 13 August 2004

DoDD 8570.1, IA Training, Certification, and Workforce Management, 15 August 2004

DoD 8570.01-M Information Assurance Workforce Improvement Program December 19, 2005.

DoDI 8580.1, Information Assurance (IA) in the Defense Acquisition, 9 July 2004

DoDD C-5200.5, Communications Security (COMSEC), 21 April 2000

DoDI 8510.bb Interim DoD Information Assurance Certification and Accreditation Process (DIACAP), 06 July 2006

Executive Order 12958, as amended, Classified National Security Information, 17 April 1995

Executive Order 12333, United States Intelligence Activities, 4 December 1981

Federal Information Security Management Act of 2002, Title III of E-Government Act of 2002 (PL 107-347)

Clinger Cohen Act of 1996, Title 40

Homeland Security Presidential Directive (HSPD-7), Critical Infrastructure Identification, Prioritization, and Protection, 17 December 2003

NAVSO 5239.1--Introduction to Information Systems Security

NAVSO 5239.2--Terms, Abbreviations, and Acronyms

NSTISSP No.11, National Policy Governing the Acquisition of IA and IA-Enabled IT Products, January 2000

OMB Circular A-130, Management of Federal Information Resources, 28 November 2000

OPNAVINST 5239.1B, Navy IA Program, 9 November 1999

SECNAVINST M-5239.11, DON Information Assurance Program; Information Assurance Manual, November 2005

SECNAVINST 5239.3A, DON Information Assurance Policy, 20 December 2004

SECNAVINST 5211.5D, DON Privacy Act Program, 17 July 1992

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SECNAVINST 5720.47, DON Policy for Content of Publicly Accessible WW Sites, 24 October 2003

SECNAVINST 5510.30A, CH-1, DON Personnel Security Program Regulation, 19 June 2000

SECNAVINST 5510.36, DON Information Security Program Regulation, 17 March 99

OMB Guide for Managing U.S. Government Websites <http://www.usa.gov/webcontent/>

OMB Policies for Federal Public Websites, OMB M-05-04
http://www.usa.gov/webcontent/policies_and_implementation.shtml

Section 508 Standards <http://www.section508.gov/>

DOD Web Policy and Guidelines <http://www.defenselink.mil/webmasters/>

Navy Information Operations Command (NIOC) Norfolk Web Risk Assessment Team Website
<https://www.nioc-norfolk.navy.mil/operations/wra/wra.shtml>

SECNAV 5720.47B DON Policy for Content of Publicly Accessible Web Sites (NIOC Norfolk routinely monitors publicly accessible Navy websites for policy compliance; Site has a downloadable “Website Self-Assessment Checklist” for Webmasters.)<http://www.chinfo.navy.mil/navpalib/internet/secnav5720-47b.pdf>

NAVAIR CIO Website (NAVAIR specific policy and guidelines) <https://cio.navair.navy.mil/>

DOD-STD-2167A/MIL-STD-498

CJCSI 6212.11B

OPNAVINST 8000.16

2.1.1 The Government will provide all necessary reference documents not generally available to the contractor as required. Throughout the life of the task order, if any instruction or document is replaced or superseded, the replacement or superseding instruction or document shall be applicable to these requirements as defined.

3 **REQUIREMENTS**

3.1 **General Requirements.**

3.1.1 Any tools developed that will be hosted by the Navy Marine Corps Intranet (NMCI) or run on NMCI workstations shall be certified for NMCI and comply with NMCI policy. Additionally, any servers supporting this effort shall be transitioned to meet the requirements of the current NAVAIR Server Consolidation effort.

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3.1.2 All Information Technology Systems or software/application development, modification or support shall be performed in accordance with Defense Business Transformation guidance (formerly Business Management Modernization Program (BMMP)), DON/NAVAIR Functional Area Manager (FAM) Policies and Guidance, Network and Server Registration, and Web Enablement mandates as well as all applicable Federal, DoD, DON, and NAVAIR policy, guidance, standards, and strategies, and should be integrated with the AWIS portal. Any Web sites/servers hosted/located in contractor facilities, or outside NAVAIR enclave, will transition to NAVAIR architecture and infrastructure in accordance with Legacy Shutdown guidance.

3.1.3 AWIS is chartered to be the centralized database for ordnance data. These modules are at various stages of their life cycle (requirements, beta test, or maintenance). The tasks associated to each module will be detailed in the PWS below. If the module is not listed in this PWS, the module does not require any support. The 29 AWIS modules, which are further defined below are: 2E maintenance modeling, 8E maintenance modeling, AAE inventory, AAE Load out modeling (LOM), Adhoc, Automated Captive Carry Entry System (ACES), Airborne Weapons Analysis and Reporting System (AWARS), AWARS data entry system (DES), AWIS central, also includes the Automated User Maintenance System (AUMS), Configuration and Data Management Support System (CADMSS), Catalog Requests, Core Data Management System (CDMS) items, Deficiency Reporting, Web Based (DRWEB), Engineering Management System (EMS), Firing Report System (FRS), Guns Inventory Tracking and Reporting (GITR), Logbooks, Non-Combat Expenditure Allocation (NCEA), New Production Deliveries (NPD), Ordnance Program Optimization Module (OPOM), Ordnance Load Out Modeling (OLOM), Quality Evaluation (QE) modeling, NAR/AIN, Radiant Mercury (RM), TPIR, Problem Reporting (PR), Technical Dialog (TD), Technical Directives System (TDS), and Unique Identification (UID) Compliance.

3.1.4 National and international standards are fundamental to the acceptable performance of this requirement. American National Standards Institute (ANSI) and International Standards Organization (ISO) standards will be invoked under individual task orders. All commercially available hardware and software to be acquired by the contractor in response to a Government requirement shall comply with the appropriate standards specified in the task order. Additional standards and specifications with a variety of origins, and DoD standards shall be utilized to the extent necessary to promote maximum utility, flexibility and economy within NAWCWD.

3.1.5 Development, enhancement and implementation of present and future IT systems, whether RDT&E or business related, shall be in accordance with established software development standards, policies and procedures as specified in individual task orders.

3.1.6 All AWIS software projects shall be created and maintained using the GFE AWIS test and developmental servers. All code shall be maintained in the GFE CMMI tool Source off Site. All projects shall be tracked and managed using, at a minimum CMMI level 2 standards utilizing the GFE product Extraview or other applications as deemed appropriate by the Government. CMMI standards can be elevated to that of CMMI level 3 if necessary to meet the government requirements for this task order. ExtraView shall be used to record corrective actions and to assign responsibility for resolution. Unless otherwise noted, all applications shall only utilize ASP, .NET, and JavaScript. The standard AWIS

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CMMI processes are as follows:

3.1.6.1 Program Management. The estimating process is based on web-page requirements stratified by level of complexity and historical experience for requirements, testing and documentation. Spreadsheets and MS Project plans are used for each project to collect actual effort vs. estimate. All projects use MS Project to document schedules and assign resources. Project risks are identified and documented for all projects. Risks are classified by probability of occurrence, impact and priority. Project plans identify roles and responsibilities, project life cycle, and stakeholder involvement. Weekly AWIS program conference call covers status, resources and stakeholder involvement for all projects. Projects hold regular status meetings (weekly or biweekly) to review progress and performance versus plan. Project risk matrices are maintained in SOS and are updated regularly. Assessments of probability, impact and priorities are updated during progress reviews and risk meetings. ExtraView is used to document errors, deficiencies or request enhancements and to record corrective actions and, assign responsibility for resolution. Corrective Action status is included on agenda of regular project status meetings

3.1.6.2 Engineering Process Management. The contractor shall oversee and/or perform SRS, Prototypes etc. and their validation with the user group (Requirements Development), Design specification (Technical Solution), Release procedure (Product Integration), process area team and regular process appraisal of programs (Organization Process Focus), AWIS level Project Lifecycle/templates and their deployment (Organization Process Definition), Unit/integration and user acceptance testing (beta testing) processes (Verification and Validation), Analysis of probability of occurrence and impact of risk (Risk Management)

3.1.6.3 Requirements Management. The contractor shall ensure that: System Requirement Specifications are created and maintained for each project, Prototypes are created and presented to Stakeholders to validate understanding, Sign-offs are obtained from Stakeholders on the SRS and Prototype, Traceability Matrix is maintained for all projects, Some projects are utilizing ExtraView to provide traceability of testing to functional requirements, CCB/approval process is used for managing changes to requirements.

3.1.6.4 Configuration Management. The contractor shall ensure that: Configuration management plan is documented for all projects, Configuration Management System is defined using tools such as VSS/SOS and ExtraView, Change management process is documented and implemented using ExtraView, Configuration Control Board is established and meets as required to authorize change, Release notes are produced and available for each module release in an on-line Version Release Report, PPQA performs configuration audits.

3.1.6.5 Measurement and Analysis. The contractor shall ensure that: The M&A plan documents the objectives, measures, tools and analysis procedures, Surf Stats is being used to collect statistics about critical parameters about performance and usage trends, Surveys are used to measure customer satisfaction, and the results of the analysis are communicated to stakeholders

3.1.6.6 Product and Quality Assurance. The contractor shall ensure that: PPQA Plan identifies processes and work products to be reviewed for each project, Monthly PPQA audits review the performance of

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process, Work Product review and testing ensures product quality, Results are communicated and corrective actions tracked/escalated using ExtraView, and PPQA health check provides status

3.1.7 The contractor shall provide workspaces within their local facility for the contractor's administrative staff and their technical staff. These facilities shall meet the security requirements as outlined in the attached DD Form 254. NAWCWD work spaces will be provided for the contractor's technical workforce as required. Government provided work spaces will include desk units, phones and the computing equipment necessary for performance of required efforts.

3.1.8 The contractor shall provide the following types of services as defined below. The following sections are interrelated and are not exclusive or exhaustive groupings of possible tasks. Subsections are provided to help categorize and aid in the understanding of the scope of the services to be provided under this contract.

3.1.8.1 Studies, Analyses and Assessments. The contractor shall provide support services in various scientific and engineering fields to research, assess, analyze, design, develop, test, benchmark, and evaluate the application of IT resources to meet NAWCWD mission requirements. Benchmarking shall include hardware, software, systems and components to determine their applicability, economy, effectiveness, and performance in supporting the NAWCWD mission. Areas supported include weapon system analysis, engineering and integration; system software design, development, verification and validation; in-service engineering for weapons database management systems; IT architectures; communication systems; and IT systems/security.

3.1.8.2 Project Planning, Technical Reviews, and Documentation for IT Systems. The contractor shall perform, participate in, and support technical reviews to demonstrate and document AWIS systems and IT project compliance with DoD, Department of the Navy (DoN), and joint service or other Government project requirements, reviews, and development schedules. The contractor shall also provide IT project planning and management activities including feasibility, cost/benefit, alternatives, and economic analyses and planning services as well as services related to the entire set of standard project management functions and full life-cycle management of all projects assigned.

3.1.9 The contractor shall develop various documents at the task order level that shall include but are not limited to the following: Configuration Management Plan, Database Administration Plan, Data Communications Plan, Economic Analysis, Modeling and Trade-off analyses, Functional Descriptions, General Functional Requirements, Interface Design Documents, Plan of Actions and Milestones, Logistics Plans, Maintenance and Operations Plans, Project Management Plans, Repair and Maintenance Plans, Requirements Documents, Security Plans, Software Design Documents, Software Development Plans, System or Subsystem Specifications, Standardization and Interoperability Plans, Quality Assurance Plans, Test and Evaluation Plans, Test Procedures, Results and Reports, Training Plans, Training Materials, Transition Strategy Plans, User Manuals, and Verification and Validation Plans.

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3.1.10 Software Development. The contractor, in response to software requests, shall first review existing commercial off-the-shelf software (COTS) and government off-the-shelf software (GOTS) for its applicability to the NAWCWD mission and the planning for and integration of selected software into the NAWCWD software suite prior to promoting a development program. All software efforts shall comply with the DoD and DoN application and portfolio management initiatives. In support of software systems development, the contractor shall perform the following:

3.1.10.1 The contractor shall perform Strategic, generalized and project specific planning.

3.1.10.2 The contractor shall perform requirements definition, technology assessment, feasibility studies, and analysis of alternatives.

3.1.10.3 The contractor shall perform systems modeling, systems integration, interface planning and transition analysis.

3.1.10.4 The contractor shall perform design, enhancement, modification, prototyping, coding, testing, evaluation, implementation and training for IT applications

3.1.10.5 The contractor shall perform development, implementation, modification and update of operating systems and communications software systems.

3.1.10.6 The contractor shall perform application of computer aided engineering disciplines such as, but not limited to, computer aided design, computer aided manufacturing and computer integrated manufacturing, and computer aided software engineering (CASE) disciplines such as, but not limited to, diagram editing systems, design analysis and checking facilities, query language facilities, data dictionary facilities, report generation facilities, forms generation tools and import/export facilities. These disciplines shall be applied, where applicable, to NAWCWD scientific and engineering IT support requirements.

3.1.10.7 The contractor shall perform analysis, design, coding, integration, testing, and deployment of specified software which shall include providing training to Government personnel. The contractor shall also perform these efforts with both COTS and GOTS software.

3.1.10.8 The contractor shall participate in assessments, process definition, preparation and implementation of plans of action for improvement, and reassessments of software projects.

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3.1.10.9 The contractor shall provide software development support for process monitor control systems and environmental monitoring systems.

3.1.11 Information Technology Services. The contractor shall provide systems development and operations services for the NAWCWD mission and supporting business functions. These services include development and operations, and software installation and operations, system/software administration, system and component maintenance, user support, training, security, and computer facilities management.

The contractor shall provide software services which includes evaluating and optimizing system software; analyzing new software releases to determine impact on existing applications; maintaining, testing, and debugging system software; installing releases; developing various utilities; providing assistance to users of systems software; and performance of configuration management.

3.1.11.1 The contractor shall provide support for scientific and engineering systems and initiatives as well as analyses of IT operations and maintenance issues.

3.1.11.2 The contractor shall provide support services for system troubleshooting with restoration of system software to operational condition, system performance monitoring and tuning, system backup and recovery, and the setup of distributed computing systems/environments.

3.1.11.3 The contractor shall also provide management and performance analysis; dispatch of repair or assistance personnel, technical advice, assistance, and training to users.

3.1.11.4 The contractor shall provide support services for the training of Government personnel on the use of IT systems and application software. Training, if any, shall be for contractor produced products, Government products, other third party software or combinations thereof.

3.1.11.5 The contractor shall perform IT security functions in the areas of computer security, network security, and information security per requirements defined. The contractor shall provide support services for the accreditation of computer/communications hardware, software, and systems.

3.1.11.6 All contractor-owned equipment shall be permitted connections to NAVAIR/DoD networks in order to carry out the performance of this task order. All contractor-owned hardware and/or software shall meet DOD 8500.2 IA Controls, is subject to validation scanning and must be approved by the NAVAIR site IA Manager prior to connection. The following specific criteria before being connected to any DoD or NAVAIR network in support of this task order. Requirements include:

a. Network Vulnerability Scanning. NAVAIR Deputy CIO for Information Assurance maintains

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authorized auditing tools and shall provide for firewall/port scans, device discovery scan, vulnerability assessment, and other requirements as required to ensure secure interoperability with DOD Contracts. The contractor shall be responsible for the remediation of any equipment that fails these audits prior to the connection the system to the networks; Results of approvals shall be documented via Memorandum of Agreement with the Facility Security officer and the Defense Security Service Representative for that contractor.

b. Extent of Validation Scanning. To prevent scanning of “corporate” assets, all such networks, equipment and connections shall be physically segregated from any government/contractor “corporate” networks that are not in direct support of DoD contracts.

c. Circuit Provisioning. Any circuit or connection between NAVAIR and/or DoD site and the contractor site shall be provisioned via the Defense information Security Agency and comply with CJCSI 6212.11B.

d. Memorandum of Agreement and Inter-connection Agreements. An Information Assurance Memorandum of Agreement (MOA) between the contractor owning the equipment and AIR-7.2.6 shall be developed and signed before the equipment can be connected to NAVAIR networks. Failure to comply with the signed MOA shall be grounds for disconnection from the network.

3.1.12 Data and Information Handling, Data Management, and Administration. The contractor shall define, analyze, rationalize and develop alternatives for data and information handling; perform econometric analyses and present alternatives for the development of database initiatives. Based on a Government-selected and authorized database initiative, the contractor shall be required to provide support in any or all of the following database areas: design, development, programming, installation, operation, modification, update, documentation, and maintenance. Operation of databases may include incorporation of authorized changes into existing data files, creation of backup and archive copies of new or updated data files, creation of new data files from digital draft, handwritten, typed or other media input, and conversion of data files from one format to another.

3.1.12.1 The contractor shall provide data management and administration services including project and programs specific data repositories and data dictionaries, as well as other data management services for project and program specific applications.

3.1.13 Configuration/Data Management for IT Systems. The contractor shall provide configuration/data management services for AWIS systems. Responsibilities shall include the definition, accounting, documenting, controlling, storing, and reporting of data and information concerning hardware, software, systems, components and processes over their life cycle. The specific documentation, procedures, format and content shall be controlled by selective application and tailoring of necessary standards. Some examples of documentation that shall be required by the Government during the term of the contract include: Computer aided engineering data spanning the spectrum from computer aided drafting/design to computer integrated manufacturing; Design specifications for hardware, software and systems ranging

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from one-of-a-kind data-gathering systems to interface specifications for embedded systems; "As Built" data and documentation for hardware, software and systems; Database interface and interconnection requirements; Quality control and quality assurance processes, procedures and application strategy data; Econometric studies and analysis of various automated scientific, engineering and training systems and subsystems and their inter-relationships; Reliability, maintainability and availability data, including statistical data; Graphical data and interactive graphic data; System and equipment installation/de-installation data;

3.1.14 Quality Assurance/Quality Control of IT Systems. The contractor shall provide services in areas related to reliability, maintainability, quality engineering, quality assurance and parts control.

3.1.14.1 The contractor shall be required to review and analyze processes, plans and procedures. Services may also include the preparation and updating of quality plans and procedures that identifies processes and work products to be reviewed for each project, criticality analysis, procedural audits, analysis and tracking of requirements, inspection of product design and implementation, examining records of walk-through and inspections, supporting the preparations for project reviews certifying test procedures, facilities and tools, and witnessing tests. Results are communicated and corrective actions are tracked /escalated using Extra View.

3.1.15 Management of Sensitive and Secure Data and Systems. A primary concern of the Government is the capability of the contractor to ensure confidentiality of the information resident in the various scientific, engineering and training systems while providing support services. Therefore, the contractor shall provide both, an adequate data systems design and stringent operating practices and procedures to be approved by the COR. Depending on the particular system involved, information used on or with that system may be classified up to the level of 'Top Secret', or in any of several "Unclassified Sensitive" categories. Examples of "Unclassified Sensitive" categories include but are not limited to: 'For Official Use Only,' 'Privacy Act,' 'Procurement Sensitive', and 'Export Controlled'. Systems operating above the level of 'Secret' require special review and handling and shall not be utilized without review of the task order by the NAWCWD Security Office. The contractor shall implement security policies and procedures in several aspects, including but not limited to:

3.1.15.1 The duplication and disclosure of classified or sensitive information to any person other than a Government or contractor employee who must have the information for the performance of obligations, as set forth by the requirements of this task order, is forbidden unless such duplication or disclosure is specifically authorized in writing by the Contracting Officer.

3.1.15.2 The contractor may be required to handle Business Sensitive Information of a proprietary nature. Business Sensitive Information is the property of the United States Navy, NAWC WD, and is disclosed to the contractor in confidence. Business Sensitive data shall be protected by the contractor and not disclosed to others, or reproduced without the express written consent of the Task Order Manager (TOM). If consent is given for reproduction in part or in whole, it shall be marked Business Sensitive – the property of NAWC WD.

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3.1.15.3 All contractor personnel assigned to manage, handle, maintain, or otherwise have access to classified or sensitive information or systems shall possess the appropriate security classification and have had appropriate, current training prior to being afforded access to classified or sensitive information or systems. The contractor shall also provide periodic (not less than once per year) general employee indoctrination and awareness training concerning the classified and sensitive nature of the various information processing systems and the contractor's responsibilities for safeguard of these systems. Such presentations shall be submitted to the Contracting Officer for Security Matters for approval prior to their presentation to contractor employees.

3.1.15.4 Operating System Security: including the control of access to IT systems data functions, hardware, and software resources by users and user processes.

3.1.15.5 Human/Computer Interface Security: including the definition and execution of types of user access to objects or data within the purview of human/computer interface systems. This includes but is not limited to limiting personnel access to windows, menus, or functions that provide human/computer interface, and the security labeling of information on displays.

3.1.15.6 Programming Security Services: including the control of access to and the integrity of programming objects such as libraries, program code, tools or information that provides the infrastructure for development of software.

3.1.15.7 Data Management Security: including control of, access to, and integrity of data stored in a system through the use of specific mechanisms such as privileges, database views, assertions, user profiles, verification of data content, and data labels.

3.1.15.8 Data Interchange Security: including verification and validation of the integrity of specific types of data interchange, such as nonrepudiation, encryption, access, data security labeling, etc.

3.1.15.9 Graphics Security: including protection of the integrity of and access to data graphic images such as charts, graphs, pictorials, animations, etc.

3.1.15.10 Network Security: including access, authentication, confidentiality, integrity and non-repudiation controls, and management of communications between senders and receivers of information on a network as well as cooperation with other contractors and Government personnel assigned primary responsibility for NAWCWD networking system security.

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3.1.15.11 Expertise and Knowledge. The contractor shall provide personnel with the skills needed to meet the requirements of this Task Order including any certification requirements identified in paragraphs 2.0; Assign team members based on complementary expertise and skills, not on availability to ensure the right people are assigned to the team; Ensure that all personnel assigned to this Task Order that are provided with an orientation covering the IT/IM's current mission and business, future strategies and plans, as well as those of our customers; Remain current in their functional areas of expertise and evolving technologies; Provide training to or for Government personnel at the contractor's facility or other agreed upon location.

3.1.15.12 Team Meetings. All members of the SOW team(s) shall attend meetings as required and feasible. The contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The contractor shall take and distribute notes, and track action items that result from these meetings. The contractor shall e-mail (or use other media as agreed to by the team) the meeting notes same or next workday to the COR, Program Manager, Project Manager, and all attendees. The contractor shall be responsive on overall Task Order operations. The contractor shall maintain high levels of customer satisfaction including internal and external customers. Provide continual feedback/status to customers and corporate customers on efforts and issues. The contractor shall develop and maintain quality desk procedures and processes, documentation and configuration management products, and reports

3.1.16 Security. The clearance level of this task order will be Secret. This task order shall require a Security Servicing Agreement. The performance of this PWS requires transfer, storage, use or generation of classified information up to (including) the level of SECRET at the NAWC-WD sites only. Tasks performed at contractor facilities will not be classified; only unclassified tasks shall be performed at the contractor facility.

3.1.16.1 The government will provide assistance to the personnel supporting this requirement in obtaining installation and workplace access during the period of support. All access documentation shall be returned to the government at the completion of the support services. Compliance with all Navy communications regulations pertaining to access to e-mail and Internet activities is mandatory. Failure to comply with security requirements is grounds for termination.

3.1.16.2 A U.S. secret security clearance is required for the individual(s) providing support under this statement of work and must be obtained by all proposed individual(s) within 6 months of the award of this PWS. The government will prepare the DD Form 254, Department of Defense Contract Security Classification Specification, based on the following information to be provided by the contractor. The DD Form 254 will be completed prior to the contractor beginning work on-site. The contractor shall provide the Company Information; name, address, and cage code.

3.1.16.3 Contractor personnel shall be required to wear a contractor identification badge at all times while on government property. The contractor shall submit a completed "Conflict of Interest and Non-Disclosure Statement" form for every employee working on the task and appropriate corporate officer on behalf of the corporation. The contractor shall not release any information concerning the project to the public

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without written authorization from the government.

3.1.16.4 Access to U.S. military installations is a privilege that may be granted, denied, or withdrawn by the Navy. Denial or withdrawal may occur as a result of any type of misconduct or incident determined contrary to the best interest of the Navy mission, security of a Navy installation, protection of property, welfare of personnel and for any other infraction determined justifiable for denying access. The contractor shall comply with the following:

3.1.16.5 No employee or representative of the contractor shall be admitted on Navy installations unless they furnish satisfactory proof of United States citizenship or if an alien, that their residence and employment within the United States is legal.

3.1.16.6 All contractor employees must possess a valid picture identification card issued by a State or Federal agency. Prior to performance of any work on a Navy installation, the contractor shall submit to the Government, a list of the names of all employees and subcontractors employees to include: full name, driver's license number and state licenses was issues, birth date, social security number and contact information (name, addresses and phone numbers) for use in the event of an emergency. If an employee does not hold a valid drivers license, the contractor may substitute the identification numbers from any other Federal and State Government approved identification. In addition, the contractor shall identify the names(s) of responsible supervisory person(s) authorized to act for the contractor for the duration of on-site work at a Navy installation.

3.1.16.7 All contractor employees shall conduct themselves in a proper, efficient, courteous and business like manner. All supervisory personnel on-site must be fluent in speaking and writing the English language. All contractor employees shall understand the English language as a minimum.

3.1.16.8 All contractor employees working on-site at a Navy installation shall become familiar with and obey the installation's regulation including safety, fire, traffic, and security. The contractor employees shall keep within the limits of work and avenues of ingress and egress, not enter restricted areas unless required to do so, and not enter any restricted area until cleared for such entry.

3.1.16.9 All contractor employees entering Navy installations shall comply with all security requirements in effect during the period of performance of this task order and shall be subject to such checks as may be deemed necessary. The contractor should contact each installation prior to beginning work on-site to ensure the contractor understands and can comply with individual installation security requirements. However, at a minimum, contractor should conduct a background check of all employees required to perform work on a Navy installation. Access will be denied to: any individual who is illegally present in the United States, who is subject to an outstanding criminal warrant, individual whose employment questionnaire contains false or fraudulent information

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3.1.17 Privacy Act. Work on this project requires that contractor personnel have access to Privacy Information. Personnel shall adhere to the Privacy Act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations. All contractor personnel shall be required to sign a Non-Disclosure Form. Adherence to this point shall be monitored by the Government.

3.1.18 Intellectual Property. This task order is fully funded with United States Government funds. Therefore, all intellectual property generated and/or delivered pursuant to this order shall be subject to appropriate Federal acquisition regulations which entitles the Government to unlimited license rights in commercial and noncommercial technical data and computer software including digital versions of both the executable code and annotated source code developed exclusively with Government funds, a non-exclusive "paid-up" license to practice any patentable invention or discovery made during the performance of the task order, and a "paid-up" non-exclusive and irrevocable world-wide license to reproduce all works (including technical and scientific articles) produced during the task order.

3.1.19 Government Furnished Equipment, Facilities and Data. The Government shall provide related software that is currently part of the AWIS program. At the completion of these tasks, all software and customized computer code shall be surrendered to the NAVY. The Government will provide access to unclassified and classified computer networks in Government spaces as required. The Government shall provide the contractor with access to the appropriate reference material necessary in performance of this effort.

3.1.20 Contractor Furnished Items and Services. Facilities, Supplies and Services: The contractor shall provide all professional services and necessary items required in this task order. The contractor shall provide technical support as needed to meet the requirements of the task order. The contractor shall ensure the software and data for this effort is secure

3.2 **Specific Requirements.** The following section (3.2.1) outlines the specific PWS requirements for NAVAIR projects. Section 3.2.2 will discuss these same modules except, it will address how they apply to NAVSEA projects. AWIS currently consists of 29 different modules as stated above. These modules and other modules, as listed above are constantly being upgraded in order to enhance AWIS's position as the central repository for all ordnance data. For modules in maintenance, the contractor shall sustain the modules per user requests. A detailed breakdown is shown below.

3.2.1 NAVAIR Projects All IT procured on behalf of NAVAIR shall meet all DOD/DON and NAVAIR IA polices. Failure to follow these policies will result in denied access to NMCI, One Net, ISNS and other DON, DOD and Joint Networks. These IA policies are standard across the Dept and ensure IA compatibility and interoperability. The contractor shall maintain all modules per submitted problem reports/enhancement requests as defined in paragraph 4.1.1.

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3.2.1.1 2E Maintenance Modeling. This is the AWIS module for maintenance modeling for all NAVAIR 2E COG programs (classified). Maintenance planning entails estimating the quantity of items that will need repair or renovation in each year of the Future Years Defense Plan (FYDP), based on inventory and operational plans. The core of the 2E MPS is a Linear Programming model utilizing the LINGO programming language, integrated with the model web pages. The revised model has been accredited under the OPNAV N81 financial modeling requirements. The model provides input to the Ordnance Program Optimization Model (OPOM).

a. The contractor shall have processes and procedures in place to fully integrate its outputs and the input of budgetary controls with OPOM projects as implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

c. Processes and procedures shall be in place to update Verification, Validation and Accreditation documentation based on current process models. Implement automated integration with OPOM.

3.2.1.2 8E Maintenance Model. Maintenance planning entails estimating the quantity of all up rounds and components that will need repair or renovation in each year of the Future Years Defense Plan (FYDP), based on inventory and operational plans. The core of the 8E MPS is a Linear Programming model utilizing the LINGO programming language, integrated with the model web pages. This module is maintained on classified AWIS servers.

a. The contractor shall: add functionality for multiple scenario runs, implement automated integration with OPOM, update Verification, Validation, and Accreditation documentation based of current process models, integrate the 8E maintenance model with the Quality Engineering Planning Model (see the section on QE modeling for further background information).

b. Processes and procedures shall be in place to update Verification, Validation and Accreditation documentation based on current process models. Integrate the 8E maintenance model with the Quality Engineering Planning Model. Implement automated integration with OPOM.

c. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner

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3.2.1.3 Aircraft Armament Inventory (AAE). The AAE inventory system is used to track the inventory, shipping, and serviceable condition of all AAE assets. It includes the maintenance due dates (MDD), preservation due dates (PDD), and current location. The AAE locations are not classified.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to fully track the inventory, shipping, and status of all AAE assets.

3.2.1.4 AAE Load Out Modeling (LOM). The AAE LOM is used to determine how carriers can be loaded out based on inventory levels. The AAE LOM module quickly allows a user to determine how carriers can be loaded out. The model:

a. Determines how many assets the carrier will be short from making the load out, the number of carriers that can be loaded out.

b. Uses a variety of options to optimize load-outs allowing AIRLANT/AIRPAC transfers, FRS (training) squadron transfers, TEST squadron transfers, Reserve squadron transfers and allow Priority based load-outs.

c. The contractor shall produce reports on various aspects of the load-out: overall load-out (green/yellow/red for each carrier), total gear required for the load-out, gear short to make the load-out, excess gear after the load-out, and any transfers required making the load-out.

d. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

e. The contractor shall ensure that processes and procedures are in place to determine how carriers can be loaded out based on inventory levels.

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3.2.1.5 ADHOC. The adhoc report generator allows the user to create custom and personalized reports thereby providing greater flexibility than that provided by the normal standardized reports.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall implement the ado report generator in every AWIS module.

c. The contractor shall ensure that processes and procedures are in place to allow the user to create custom and personalized reports that are not currently available as standard AWIS report.

3.2.1.6 Automated Captive Carry Entry System (ACES). The ACES module allows fleet units to enter captive carry data. Users may then query the system to determine catapults (CATS), traps, and flight hours against various ordnance systems. Ordnance systems requiring captive carry data collection can be found in OPNAVINST 8000.16 on the AWIS website. The captive carry form listing the data elements captured can be found in the appendix of the 8000.

a. The contractor shall ensure that processes and procedures are in place to allow Fleet units to enter captive carry data.

3.2.1.7 Airborne Weapons Analysis and Reporting System (AWARS). The AWARS module is a reporting module that includes data from many of the other AWIS modules. The main data elements collected in AWARS are maintenance, configuration, and location data

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to allow main data elements collected in AWARS are maintenance, configuration, and location data. Convert AWARS from a client server application to a web based application. Maintain all current functionality and comply with all AWIS programming standards. No existing functionality should be lost. The contractor shall upgrade this application to a web based application using the .NET technology. The contractor shall analyze the current client server system and migrate all metrics, data entry screens, and reports to a web application.

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3.2.1.8 AWARS Data Entry System (DES). AWARS DES is the application that the intermediate (I) repair facilities (Yorktown, Guam, Fallbrook, Letterkenny) use to enter their maintenance and configuration information. This is a data entry system only and is not used for reporting. To view this data, the standard AWARS module is used. The main components of I-level data entry are the configuration summary form (CSF) and the maintenance data sheet (MDS). Both the MDS and the CSF forms can also be found in the OPNAVINST 8000.16 as previously referenced. .

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to allow the convert AWARS DES from a client server application to a web based application. Maintain all current functionality and comply with all AWIS programming standards. Maintain the ability to pre-load all code tables so that network transactions are not required except when the final maintenance or configuration pages are submitted.

3.2.1.9 AWIS Central (INCLUDES AUMS). AWIS central is the central website for logging into any web based AWIS application. AUMS is the user management system for the 6,000 AWIS users.

a. The contractor shall conduct weekly AWIS program conference calls and regular status meeting providing assessment and reviews as stated in the AWIS Standards.

b. The contractor shall ensure that documentation, plans, specifications, and schedules are complete and followed, and objectives are met in accordance with those documents and plans.

c. The contractor shall ensure that processes and procedures are adequate to perform the required module related tasks. Performance and documentation shall meet minimum needs as directed by government.

3.2.1.10 Configurations and Data Management Support Systems (CADMSS). The CADMSS module provides the management and engineering functionality capabilities necessary to monitor, maintain, and control the effectiveness of weapon systems in the areas of in-service engineering, configuration, data, and project management. It provides a method for data entry and maintenance of detailed drawing and publication information using various online query/fixed report capability such as Product Baseline Lists and Parts Breakdown Lists.

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a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place and are adequate to perform the required module related tasks. Process shall address how and allow user to enter and report original manufacturer drawing information.

3.2.1.11 Catalog Requests. The cataloging module allows a user to complete a request for a cataloging action in accordance with NAVSUP P-724. It allows for on-line review and approval and electronic transmission to catalogers. It provides an automated point and click approach to updating and introduction of items. It improves data integrity and ease of form completion through use of on-line data edits and relationships. It has electronic routing of request and data packages to Mechanicsburg and Tech agencies. It provides for a reconciliation process to compare requests to actual changes.

a. The contractor shall ensure that documentation, plans, specifications, and schedules are complete and followed, and objectives are met in accordance with those documents and plans.

b. The contractor shall ensure that processes and procedures are adequate to perform the required module related tasks. Performance and documentation shall meet minimum needs as directed by government.

3.2.1.12 Core Data Management System (CDMS) Items. CDMS is used to store and maintain all item information used in AWIS. Some of the main components of CDMS item information are part number (PN), serial numbers (SN), nomenclature, commodity, and Department of Defense Identification Code (DODIC). By using a central validation system for all AWIS modules, data integrity is increased through all AWIS modules.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to maintain the CDMS data integrity by updating all CDMS information monthly.

3.2.1.13 Deficiency Reporting (DRWEB). When the fleet has a problem with an ordnance asset, they are required to submit a Conventional Ordnance Deficiency Report (CODR). DRWEB records all problem types and problem categories with the deficiency data, so that the FSTs can easily identify and address the main causes of failure for their system. DRWEB deficiency data is one of the main sources of failure data for most commodities.

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a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place maintain the CDMS data integrity by updating all CDMS information monthly.

3.2.1.14 Engineering Management System (EMS). EMS is used for the upload, storage and metrics associated with QE and other Engineering tests. It provides for on-line visibility of Engineering Testing and Project status, improved data integrity and ease of form completion through use of on-line data edits and relationships, on-line searchable Technical Library of completed test reports and auto generation of Management reports including surveillance overdue stoplight, status review stoplight, reliability and SIST change recommendations and management status reports. This allows for the elimination of publishing and distribution of paper reports.

a. The contractor shall conduct weekly AWIS program conference calls and regular status meeting providing assessment and reviews as stated in the AWIS Standards.

b. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

c. The contractor shall ensure that processes and procedures are adequate to perform the required module related tasks. Performance and documentation shall meet minimum needs as directed by government.

3.2.1.15 Firing Report System (FRS). FRS replaced a variety of hardcopy forms used for tracing firing reports. Firing reports were standardized to only three (3) variations, declassified, and a web application was created. FRS eliminated the need for fleet messages and also has built in report capability. The format for all firing reports can be found in the OPNAVINST 8000.16 as previously defined.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

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b. The contractor shall ensure that processes and procedures are in place to maintain the web-based application for tracing firing reports. Firing reports were standardized to only 3 variations, declassified, and a web application was created.

3.2.1.16 Guns Inventory Tracking and Reporting (GITR). Similar to the AAE inventory system already defined, the Guns system provides the same functionality but also provides for the tracking of rounds fired.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to fully track the, shipping, and reliability of all rounds fired guns assets.

3.2.1.17 Logbooks. The logbooks module provides the fleet the capability to reproduce configuration summary form (CSF) sheets that are lost or misplaced. It is a mandate in the OPNAVINST 8000.16 that all air-to-air missiles contain a CSF sheet. If the fleet loses the CSF sheet, they can use the logbook module to print out a new one.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place for changing the logbook application to conform to the current AWIS look and feel standards.

3.2.1.18 Non-Combat Expenditure Allocation (NCEA). The NCEA application will automate the generation of the Total Training Requirement (TTR) and tracking of training asset allocations (NCEA). It will standardize and automate a manual process of multiple spreadsheet submissions, provides multi-year TTR visibility to all; stakeholders, Test Activity, Project Owner, Asset Owner and Major Claimant, perform monthly reconciliation with NOLSC, track augmentation requests and adjustments. The NCEA allocations automatically feed into the QE, 2E and 8E maintenance models thus reducing manual intervention.

a. The contractor shall ensure that projects are implemented in accordance with project plans,

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specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to automate the generation of the Total Training Requirement (TTR) and tracking of training asset allocations (NCEA).

3.2.1.19 New Production Deliveries (NPD). NPD tracks new production deliveries for all ordnance in one system. The application standardizes and automates the tracking of all ordnance procurements. Data is updated in real time eliminating the need to provide the Fleet with monthly reports. Additionally, NPD automatically feeds into the QE, 2E and 8E maintenance models thus reducing manual intervention.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to track the new production deliveries for all ordnance in one system.

3.2.1.20 Ordnance Program Optimization (OPOM). While OPOM is one of the 29 AWIS modules the OPOM module is supported on a standalone contract. OPOM is a performance-based pricing model that determines Navy weapons and targets O&M, N budgeting requirements for Maintenance, Weapon System Support (WSS), and Quality Evaluation (QE).

3.2.1.21 Ordnance Load Out Modeling (OLOM). The OLOM provides a similar functionality to that of AAE LOM. The major difference is that OLOM is for all ordnance programs required to load out a carrier. The OLOM was created using the same basic business rules as those used in AAE LOM.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to determine how carriers can be loaded out based on Ordnance inventory levels.

3.2.1.22 Quality Engineering Planning Model (QE). As part of the CNO's initiative to implement accredited financial models for budgeting processes, NAVAIR authorized creation of a Quality Engineering Planning Model (QE). This model runs in a secure web-based environment and allows Logistics Engineering personnel to assess the reliability of weapons systems and project the future

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reliability based on future testing plans and observed reliability data. The model provides and receives inputs from the 8E COG Maintenance Planning System (8E MPS) and from the Ordnance Program Optimization Model (OPOM). Based on these inputs, it calculates the unconstrained requirements for surveillance testing to achieve stated reliability objectives, and it calculates the expected reliability levels for a program based on expected funding constraints. Output from the model feeds OPOM and the 8E MPS.

a. The contractor shall fully integrate a model run, to meet the requirements above, in a secure web-based environment and shall allow Logistics Engineering personnel to assess the reliability of weapons systems and project the future reliability based on future testing plans and observed reliability data.

b. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

c. Processes and procedures shall be in place to update Verification, Validation and Accreditation documentation based of current process models. The process shall be adequate to perform the required module related tasks.

3.2.1.23 NAR/AIN. The NAR/AIN module is a web-based application to request a NAR/AIN from NOLSC and to search for and review active NARs and AINs. It allows for improved data integrity and ease of form completion through use of on-line data edits and relationships, electronic storage of all NAR/AIN, enhanced search functionality for issued NARs and AINs, automated reconciliation with CAIMS and the ability to view .PDF file of actual naval messages.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to maintain the web-based application to request a NAR/AIN from NOLSC and to search for and review active NARs and AINs.

3.2.1.24 Targets Performance and Inventory Tracking (TIPR). The TIPR module tracks both the inventory and the performance of targets. Whenever a Target is utilized, a TPR is required in order to document the performance of the target. Likewise, whenever Targets inventory is changed, the TIPR module is updated. This allows for the greatly increased data accuracy, near real time, will record 100%

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of the TPRs, provide complete visibility to all targets users and allow enhancements in order to better understand target reliability and failures.

a. The contractor shall conduct weekly AWIS program conference calls and regular status meeting providing assessment and reviews as stated in the AWIS Standards.

b. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

c. The contractor shall ensure that processes and procedures are adequate to perform the required module

3.2.1.25 Problem Reporting. The AWIS program uses a third party product called Extraview in order to track all enhancement requests and problem reports. The Extraview product is highly customizable and as such there are several enhancement requests of the system itself. Extraview is a key piece of the AWIS CMMI compliance.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are adequate to perform the required module related tasks.

3.2.1.26 Technical Dialogs (TD). The TD module is a global module that can be utilized in any other module. The TD module performs a similar function to that of a messaging system in which users can talk to one another and their comments are permanently maintained

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to fully integrate a global module that can be utilized in any other module.

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3.2.1.27 Technical Directives Systems (TDS). The TDS is used to draft a TD, request and track Technical Directive compliance for all NAVAIR ordnance systems. a TD from NATEC and to search for and review issued TD's. The application enforces standardized of the TD creation process while ensuring data accuracy and validation. Additionally, the application provides a workflow for verification, validation and approval of the TD. Compliance is tracked and automatically updates from various data sources.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are adequate to perform the required module related tasks.

3.2.1.28 Unique Identification (UID) Compliance. The UID compliance is mandated by the DoD. This mandated instruction is to uniquely identify assets that are over a certain value. The Naval Air System Command (NAVAIR) has instructed that ordnance shall be labeled using 2D barcodes. As such this UID module supports the creation and reading of barcodes. All UID compliance data shall be sent to the central UID registry. Detailed information on the UID project can be found at: <http://www.acq.osd.mil/dpap/UID/>.

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall ensure that processes and procedures are in place to fully integrate uniquely identifies NAVAIR UID assets that are tracking with the AWARS-DES systems

3.2.1.29 NALCOMIS/OOMA/OIMA Integration with AWIS. The OOMA/OIMA/OIMA is an aircraft information technology (IT) system that tracks aircraft repairs, man hours and technical directives. The OOMA/OIMA will also start tracking this data for the ordnance world. As such, this information shall be required to be passed on to AWIS.

a. Project meetings will be held in order to determine the data requirements. The contractor shall determine what data elements need to be downloaded and how this shall be implemented.

b. The contractor shall also work with the OOMA/OIMA team to pass AWIS information back to the team. All item information (CDMS) shall be made available to OOMA/OIMA.

c. The contractor shall put the TD data into the TDS module, the captive carry data into the ACES module, and the man-hour data into the AWARS module.

d. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

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e. The contractor shall ensure that processes and procedures are in place to maintain the data requirements.

3.2.1.30 Ordnance Metrics (ALWT). Ordnance metrics are manually created on a monthly basis. By using the outputs of the modeling data, these graphs can be automated. This module is maintained on classified AWIS servers.

a. Enhance ordnance metrics, which are automatically emailed via SIPRNET Email. The ordnance metrics shall show reliability vs. constrained and unconstrained budgets. Metrics shall be broken down by program and by fiscal year. Future trends will be based on 2E and 8E model runs. These models shall automatically feed the ordnance metrics tables and shall automatically generate metrics monthly. Government personnel will move the applications to the SIPRNET.

b. The contractor shall provide design, modification, integration, installation and testing of Ordnance Metrics capabilities and documentation of requirements as stated above.

c. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

d. The contractor shall ensure that processes and procedures are adequate to perform the required module related tasks.

3.2.1.31 Replicated Data Transfer Tool (RD TT). RD TT is the tool that allows AWIS applications to share unclassified data between the SIPR (classified) and NIPR (unclassified).

a. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner.

b. The contractor shall maintain the RD TT module per user problem reports.

c. The contractor shall ensure that processes and procedures are in place to work with SPAWARS to determine the best guard solution to implement.

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d. The contractor shall implement the solution in order to mirror all of the AWIS application on both the classified and unclassified networks.

e. The contractor shall coordinate/work with SPAWARS in order to get the appropriated security approvals.

3.2.1.32 Computer Systems Administration and Operations. The computer center supports all of the network facilities, software, and hardware required to run the AWIS project. The list of hardware supported can be found in the AWIS overview. The contractor shall ensure that the UNIX/Windows based systems and applications are functioning properly and efficiently, and are available and accessible when required to support AWIS user needs. The contractor shall ensure that processes and procedures are in place to maintain a computer center to support all of the network, facilities, software, and hardware required to run the AWIS project. The contractor shall ensure that projects are implemented in accordance with project plans, specifications, and documentation. Resources are identified, coordinated, scheduled, and managed to accomplish implementations in an efficient and effective manner. The contractor shall provide the technical services in the following major areas requiring support:

a. The contractor shall provide operation of the AWIS computer center, including all computer resources, local and remote telecommunication resources and the installation, operation and maintenance of network resources within the center.

b. The contractor shall provide installation and testing of PC-based software that is required to support the AWIS data management. .

c. The contractor shall provide systems administration, maintenance and documentation for the systems identified above.

d. The contractor shall provide database administration, maintenance and documentation for the systems identified above.

e. The contractor shall provide computer operations from 6:00am to 6:00pm (Pacific Time) including back-up and systems maintenance time, five days per week (optional on Compressed Work Day off, Saturday and Sunday with 12 hour advance notice).

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f. The contractor shall provide staffing of the Help Desk from 6:00am to 6:00pm (Pacific Time) Monday through Friday. The Help Desk shall receive, log and direct reported problems to specialists for resolution.

g. The contractor shall provide control, issuance, and accountability of user passwords, user identification (ID) and account numbers.

h. The contractor shall provide facility access control, including having visitors log in and provide escort if required.

i. The contractor shall provide installation of operating system and database modifications and or upgrades provided by the hardware manufacturer or software vendor.

j. The contractor shall provide perform logging of restart and recovery for operating system and database applications.

k. The contractor shall perform scheduled backups of database and web servers. Test backups by performing restores of random files.

l. The contractor shall provide packaging and distribution of batch reports in accordance with existing documented procedures.

m. The contractor shall maintain and update computer systems and database administration and operation manuals.

n. The contractor shall provide maintenance of the computer systems via necessary liaison with the hardware and software vendors.

o. The contractor shall provide continued monitoring and reporting of computer systems for possible systems problems, errors and security problems.

p. The contractor shall install operating system security patches as required by the AWIS IAO.

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Apply security policies for operating systems and databases according to specifications supplied by the IAO.

q. The contractor shall provide system Performance Monitoring. The performance of the information and network resources installed in the AWIS COMPUTER CENTER shall be continually monitored and evaluated in order to identify changes that will result in a more optimum utilization of resources. Items identified as candidates for "tuning" or optimization shall be documented in a report prepared by the contractor.

3.2.1.33 System Optimization. Install changes in the operating system and database identified as the result of performance monitoring process. Changes that are approved for implementation shall be processed as Change Requests (CRs) in accordance with AWIS CM procedures.

3.2.1.34 Inventory Management. The contractor shall enter the changes into the Inventory Database anytime software or hardware is moved within the facility, including incoming and outgoing software and hardware.

3.2.1.35 Site Support. Provide multi-vendor computer operation services as required within the AWIS COMPUTER CENTER, and at remote sites including, but not limited to the computer system locations listed below: Host Site NAVAL AIR WARFARE CENTER, CHINA LAKE, CA

3.2.1.36 Equipment Installation. All ADP equipment shall be delivered and installed at China Lake, CA unless otherwise specified. All telecommunications equipment, remote site equipment including terminals, printers, and modems shall be delivered and installed in accordance with approved Change Requests (CRs).

3.2.1.37 Software Services. The contractor shall provide Software Services, which include the installation and testing of AWIS-created and off-the-shelf software products.

3.2.1.38 Facility Management. The following types of effort reflect the overall mix of facility management Operations that shall be required:

Administration and Maintenance	35 %
Help – Desk Response	30 %

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Production Reports	10 %
Network	05 %
Software Services	05 %
Equipment Maintenance	05 %
Documentation	10 %

3.2.2 NAVSEA Projects. The following sections outline the specific task order requirements and associated standards for NAVSEA projects. As mentioned previously, AWIS currently consists of 29 different modules as stated in paragraph 3.1.3. These modules and other modules are constantly being upgraded in order to enhance AWIS's position as the central repository for all ordnance data. Since the OPNAVINST 8000.16 is incorporating NAVSEA programs, the objective is to analyze the current NAVSEA IT products and determine how to most cost effectively consolidate NAVSEA IT systems into AWIS modules.

3.2.2.1 The contractor shall follow AWIS CMMI standards as previously outlined.

3.2.2.2 The contractor shall identify key stakeholders for NAVSEA weapon system O&M, N resources. Brief stakeholders on program goals and objectives and solicit stakeholder input and feedback. Consolidate user community concerns and desires.

3.2.2.3 The contractor shall establish a detailed requirements documents (RD) for all feasible projects. The RD shall specify the NAVSEA user community desires that shall be incorporated into the NAVAIR applications. Identify key drivers for NAVSEA weapons system readiness. As a starting point consider the NAVAIR weapon system drivers; maintenance, quality evaluation and weapon system support. Investigate if there is others not considered in the NAVAIR approach or drivers in NAVAIR that don't belong in the NAVSEA approach. Ultimately, produce a set of readiness drivers applicable to all NAVSEA weapon systems.

3.2.2.4 The contractor shall, for each readiness driver identified above, identify an accepted and/or approved data source for use as a model input. Produce readiness driver data sources available on a recurring and updated basis for use as a model input.

3.2.2.5 The contractor shall establish an integrated, universal task list for NAVSEA weapon system operations and maintenance. As a starting point, consider NAVAIR's Activity Based Costing (ABC) dictionary. Investigate if there is other tasks not included the NAVAIR ABC dictionary or tasks in the dictionary that don't apply to the NAVSEA business model. Produce an integrated, universal task list that

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captures where NAVSEA O&M,N resources are allocated. This must cover 100% of NAVSEA weapons system O&M,N.

3.2.2.6 The contractor shall adapt the existing OPOM methodology and analysis tool to accommodate NAVSEA funded weapon systems. The result should be a performance-price model that shows O&M; N funding requirements for NAVSEA weapon systems and measure the readiness impact on the weapon system program in a fiscally constrained environment.

3.2.2.7 The contractor shall enhance analytic procedures for linking monetary resource levels to readiness levels for each key task. Obtain consensus on approach. Produce readiness impacts for each task identified. This must cover 100% of the integrated task list.

3.2.2.8 The contractor shall identify and map out the flow of fiscal resources from OPNAV down to the PM level for all weapon system O&M,N resources. Document the fiscal data sources available on a recurring and updated basis for use as a model input.

3.2.2.9 The contractor shall adapt the existing OPOM tool to (1) accept new drivers, (2) accept updated task list, (3) accept fiscal input and (4) produce desired reports.

3.2.2.10 The contractor shall obtain stakeholder feedback on all modified AWIS modules (modified for NAVSEA use). Consolidated the user community concerns and desires. Address the stakeholder concerns as approved by the AWIS PM. Produce a cost and schedule estimate for each stakeholder concern. Implement solutions as approved by the AWIS PM.

3.2.2.11 The contractor shall assist and coordinate uploading initial program data from NAVSEA PM's into AWIS NAVAIR modules.

3.2.2.12 The contractor shall provide user training to the NAVSEA stakeholders on all AWIS modules.

3.2.2.13 The contractor shall integrate the 2T maintenance requirements model into the 2E maintenance model.

3.2.2.14 The contractor shall incorporate all NAVSEA ordnance programs that are not included in the 2T COG into the NAVAIR '8E' maintenance model.

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3.2.2.15 The contractor shall provide all necessary support for a CMMI Certification Level A and B on this task as it relates to method of assistance and certification.

3.2.2.16 The contractor shall identify the key drivers for NAVSEA quality evaluation. Link NAVSEA QE data into the NAVAIR QE module including the EMS module. Enhance respective stoplight charts to be used as NAVSEA QE degraders. Produce a set of readiness drivers applicable to all NAVSEA weapons systems.

3.2.2.17 The contractor shall conduct weekly Tuesday AWIS program conference calls and regular status meeting providing assessment and reviews as stated in the AWIS Standards. In order to change the day of the meeting the contractor must notify all members of the meeting and have the change approved by either the COR or PM. Any changes must have written notification to the COR.

3.2.2.18 The contractor shall ensure that reviews and documentation are done when the tasks to be released are at 95% completion level.

3.2.2.19 The contractor shall ensure the Process and Product Quality Assurance (PPQA) Plan and monthly PPQA Audits as documented in AWIS Standards identifies the processes and work products to be reviewed.

3.2.2.20 The contractor shall ensure that documentation, plans, specifications, and schedules are complete and followed, and objectives are met in accordance with those documents and plans.

3.2.2.21 The contractor shall maintain the AWARS-DES module per user problem reports.

3.2.2.22 The contractor shall ensure that processes and procedures are adequate to perform the required module related tasks. Performance and documentation shall meet minimum needs as directed by government.

3.2.3 Written acceptance/rejections by the Government. The Government will provide written notification of acceptance or rejection of all deliverables, both draft and final. All rejections will include the specific reason(s) for rejection. The Government will provide written acceptance, comments, and/or change requests, if any, within fifteen (15) working days from receipt by the Government, of all required

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deliverables. Upon receipt of the Government comments, the contractor shall have fifteen (15) working days to revise and re-submit the deliverable(s) if it is not a “draft” deliverable. If it is a “draft” deliverable, the contractor shall revise and re-submit the draft deliverable no later than the date specified for the next scheduled submission of the deliverable(s). See FAR Part 46.4 and 46.5.

a. The contractor shall submit deliverable reports in electronic format via Microsoft Word format. The deliverable shall be delivered to:

Fred Sawyer.

Email: fred.sawyer@navy.mil

Telephone 301-757-7486

3.2.4 Services Delivery Summary. The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance objectives are shown in the Quality Assurance Surveillance Plan (QASP), which provides required acceptable quality levels (AQL) for each of the performance objectives. The QASP also shows the prospective surveillance methodology and remedy for failure to meet the AQL.

4 DELIVERABLES

4.1 **Reports, Data, and Other Deliverables.** The contractor shall deliver the items listed on the attached DD-1423 Contract Data Requirements List. Soft media deliverables shall be delivered in Microsoft Office Formats, unless otherwise specified. The data items are as follows:

4.1.1 Monthly Progress Report, CDRL A001. The contractor shall provide Monthly Progress Reports outlining work accomplished, problems encountered, problems solved, travel/trip report(s), items delivered, training completed, current schedule. The contractor shall submit a proposed format to the Government no later than 15 days after the effective date of the task order. The format is subject to Government approval.

4.1.2 Task Order Expense Report, CDRL A002. The contractor shall prepare and submit a bi-weekly (twice a month) Task Order Expense Status Report reflecting task order status relative to expense of dollars and labor hours. The report shall reflect the contractor’s “best estimates” of actual dollars and labor hours expended through the end of the previous week, and projections of weekly “burn rate,” “stop work” date, and variances from expected expense plan. The cost information shall include a trend analysis graph for both hours and dollars to assist the Government in determining the status of the task order. The contractor shall submit a proposed format to the Government no later than 7 days after the effective date of the task order. The format is subject to Government approval.

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4.1.3 Estimate to Complete/Estimate at Completion (ETC/EAC) Report, CDRL A003. This report shall represent the contractor's best estimate of total expenses (labor hours and dollars costs) at the period end date. The contractor shall develop and deliver this product for the phase ending dates listed in the CDRL.

4.1.4 Funds/LOE 75% status spreadsheet, CDRL A004. The contractor shall provide this bi-weekly (twice a month) spreadsheet in accordance with the details in the CDRL.

4.1.5 The task order cost summary report, CDRL A005. The contractor shall prepare and submit concurrently with each voucher/invoice submitted.

4.1.6 Contract Data Product Summary, CDRL A006. The contractor shall deliver a CD archiving all contract level data products submitted from task order inception through date of submittal of this data product. Submission is required 15 days after the end of each Government fiscal year, and 15 days after the end of the task order period of performance. The contractor shall submit the proposed format no later than 45 days after the effective date of the task order. The format is subject to Government approval.

4.1.7 Employee Qualification Statement, CDRL A007. The contractor shall provide a CD of qualification packages, based on Employee Qualification (Attachment 1) for all direct personnel employed under the this task order within 30 calendar days of task order start date.

4.1.8 The Burdened and Unburdened Labor Rate Report, CDRL A008.

4.1.9 INFORMATION ASSURANCE AND PERSONNEL SECURITY REQUIREMENTS.

The following clause is required for incorporation into the contract for contractor personnel assigned to perform work under this contract that may require access to government Information Technology (IT) Systems. This clause is referred to within the PWS, but shall also be incorporated, pursuant to mutual agreement of the parties, under section H, Special Contract Requirements.

5252.204-9505 INFORMATION ASSURANCE AND PERSONNEL SECURITY

REQUIREMENTS FOR ACCESSING GOVERNMENT INFORMATION

TECHNOLOGY SYSTEMS (OCT 2007)

(a) Contractor personnel assigned to perform work under this contract may require access to Government IT Systems. Contractor personnel requiring access to Government IT Systems shall comply with AIR-7.2/7.4 Policy Memo 5510, "Information Technology (IT) Positions" dtd 17 May 2007 or latest version thereof, available at [IT POSITIONS.pdf](#) as amended [IT Policy Amendment 6 June 07](#) or through the Procuring Contracting Officer (PCO). Prior to accessing any Government IT System, contractor

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personnel shall submit a completed Systems Authorization Access Request (SAAR), DD Form 2875, Annual Information Assurance (IA) training certificate, and initiate the requisite background investigation (or provide proof of a current background investigation) to the Contracting Officer's Representative (COR). For purposes of this clause, reference to the COR shall mean the PCO for contracts that do not have a designated COR. 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) Contractor personnel shall complete, sign and date Part I of the SAAR (available at [DD2875 12 June 2006.pdf](#)) and coordinate with the COR to designate in Part III, block 28c, the appropriate IT level designation (IT-1, IT-2, or IT-3). The completed SAAR and proof of a current background investigation is to be provided to the COR. The COR will review the SAAR submitted by the contractor, and if the COR concurs that the contractor requires the IT access designated, the COR will complete and sign Part II. When a background investigation is required, contractor personnel shall coordinate with Command Personnel Security, AIR-7.4, and follow the procedures as described at the NAVAIR website [IT Positions Process for Contractors.doc](#).

(c) The contractor shall provide separate Information Technology Personnel Security Status Reports to the COR and to NAVAIR Security in accordance with CDRL's A001 and A002. The report submitted to the COR shall not contain Social Security information that is required in the report submitted to NAVAIR Security. Both reports shall show that all contractor personnel meet the requirements for obtaining access to Government IT Systems, and that all requirements are verified and validated thereafter on an annual basis. All prime, subcontractor, consultants, and temporary employees shall be included in the reports. Revised reports shall be submitted when gains and/or losses of employees occur to ensure that all employees comply with these requirements prior to access

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SECTION D PACKAGING AND MARKING

Packaging and Marking shall be in accordance with Section D of the Seaport-e Multiple Award Basic Contract

5252.247-9507 PACKAGING AND MARKING OF REPORTS (NAVAIR) (OCT 2005)

(a) All unclassified data shall be prepared for shipment in accordance with best commercial practice. Classified reports, data and documentation, if any, shall be prepared for shipment in accordance with the National Industry Security Program Operating Manual, DoD 5220.22-M.

(b) The contractor shall prominently display on the cover of each report the following information:

- (1) Name and business address of contractor.
- (2) Contract Number/Delivery/Task order number.
- (3) Contract/Delivery/Task order dollar amount.
- (4) Whether the contract was competitively or non-competitively awarded.
- (5) Name of sponsoring individual.
- (6) Name and address of requiring activity.

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

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SECTION E INSPECTION AND ACCEPTANCE

5252.246-9512 INSPECTION AND ACCEPTANCE (NAVAIR) (OCT 2005)

(a) Inspection and acceptance of the supplies or services to be furnished hereunder shall be performed by the Task Order Manager or his duly authorized representative.

(b) Acceptance of all Contract Line Items/Subcontract Line Items (CLINs/SLINs) shall be made by signature of the accepting authority on a DD Form 250 submitted through the WAWF system. Acceptance will only occur when the accepting authority is sure that inspections performed demonstrate compliance with contract requirements.

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SECTION F DELIVERABLES 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:

1001	3/16/2009 - 3/15/2010
3000	3/16/2009 - 3/15/2010

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

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SECTION G CONTRACT ADMINISTRATION DATA

5252.232-9510 PAYMENT OF FIXED FEE (NAVAIR) (OCT 2005)

- (a) The fixed fee, as specified in Section B of this contract, subject to any adjustment required by other provisions of this contract, will be paid in installments. The fixed fee will be paid not more frequently than once every two weeks based on the allowable cost. The amount of each such installment shall be determined by multiplying the number of hours incurred times the fixed fee hourly rate for Satisfactory performance. The fixed fee hourly rate for Satisfactory performance is \$5.65 per direct labor hours.
- (b) Evaluation of the contractor's performance will be made in accordance with the Quality Assurance Surveillance Plan (QASP). In the event that the contractor's performance is determined to be Marginal or Unsatisfactory, excess payments previously made on account of fee during the evaluation period shall be repaid by the contractor. The fixed fee hourly rate for Marginal performance is \$3.96. Unsatisfactory performance shall earn no fixed fee.
- (c) The contractor shall submit written notification to the Contracting Officer at the conclusion of each evaluation period. Notification may coincide with the end of the contractor's nearest accounting period. Notification shall include a one-page self-assessment and the number of hours incurred during the evaluation period.
- (d) Payment shall be made in accordance with FAR Clauses 52.216-7, "Allowable Cost and Payment", and 52.216-8, "Fixed Fee".
- (e) Fixed fee related to any hours from the base period that are rolled over into the option, if exercised, shall be combined with the fixed fee for the option to determine a new fixed fee hourly rate.
- (f) In the event of termination of the work in accordance with the FAR Clause 52.232-22, "Limitation of Funds", the fixed fee shall be redetermined by mutual agreement equitably to reflect the reduction of the work performed. The amount by which such fixed fee is less than or exceeds payments previously made on account of fee, shall be paid to (or repaid by) the contractor.
- (g) The balance of the fixed fee shall be payable in accordance with other clauses of this contract.
- (h) For indefinite delivery type contracts the terms of this clause apply to each delivery/task order there under.

Note: The fixed fee hourly rate will be updated upon exercising the option periods.

5252.232-9513 INVOICING AND PAYMENT (WAWF) INSTRUCTIONS (MAR 2008)

(a) Invoices for goods received or services rendered under this contract shall be submitted electronically through Wide Area Work Flow -- Receipt and Acceptance (WAWF):

(1) The vendor shall have their cage code activated by calling 866-618-5988. Once activated, the vendor shall self-register at the web site <https://wawf.eb.mil>. Vendor training is available on the Internet at <http://www.wawftraining.com>. Additional support can be obtained by calling the NAVY WAWF Assistance Line: 1-800-559-WAWF (9293).

(2) WAWF Vendor "Quick Reference" Guides are located at the following web site:
<http://www.acquisition.navy.mil/navyaos/content/view/full/3521>.

(3) Select the invoice type within WAWF as specified below. Back up documentation (such as timesheets, etc.) can be included and attached to the invoice in WAWF. Attachments created in any Microsoft Office product are attachable to the invoice in WAWF. Total limit for the size of files per invoice is 5 megabytes.

(b) The following information, regarding invoice routing DODAAC's, must be entered for completion of the invoice in WAWF:

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WAWF Invoice Type:	-- Select Combo for Fixed Price Supplies and Services. (Separate Invoices and Receiving Reports may also be used.) -- Select Cost Voucher for all Cost or T&M contracts or CLINs. Questions? Call 1-800-559-WAWF (9293).
Issuing Office DODAAC	N68936
Admin Office DODAAC:	S0512A
Inspector DODAAC (usually only used when Inspector & Acceptor are different people):	
Ship To DODAAC (for Combo), Service Approver DODAAC (Cost Voucher)	N68936
DCAA Office DODAAC (Used on Cost Voucher's only):	
Paying Office DODAAC:	HQ0339

(c) Contractors approved by DCAA for direct billing will not process vouchers through DCAA, but may submit directly to DFAS. Final voucher submission will be approved by the ACO.

(d) For each invoice / cost voucher submitted for payment, the contractor shall also email the WAWF automated invoice notice directly to the following points of contact:

Name	Email	Phone	Role
Cindy Klassen	cindy.klassen@navy.mil	760-939-8786	TOM
Kathy Solway	kathy.solway@navy.mil	760-939-1354	BFM

Task Order Manager
Cindy Klassen, 685100D
1 Administration Circle, MS: 6202
China Lake, CA 93555-6001
cindy.klassen@navy.mil
760-939-8786

Contracting Officer
Theodore Fiske
429 E. Bowen Rd MS 4015
China Lake, CA 93555
theodore.fiske@navy.mil
760-939-8182

Contract Specialist
Chris Thompson
429 E. Bowen Rd MS 4015
China Lake, CA 93555

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chris.thompson1@navy.mil
760-939-2074

Defense Contract Management Activity (DCMA)
TBD

5252.232-9524 ALLOTMENT OF FUNDS (NAVAIR) (OCT 2005)

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

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

ITEM(S)	ALLOTED TO FIXED FEE
1001 (LABOR)	\$xxxxxxx

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

ITEM(S)	ALLOTED TO COST	PERIOD OF PERFORMANCE
1001 (LABOR)	<u>\$insert dollar amount</u>	03/20/2009-03/19/2010

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

FUNDING PROFILE

It is estimated that these incremental funds will provide for [62,400 hours] The following details funding to date:

Total Contract CPFF	Funds This Action	Previous Funding	Funds Available	Balance Unfunded
\$4,871,056.30	\$xxxxxxx	\$0.00	\$xxxxxx	\$xxxxxxx

TASK ORDER MANAGER (TOM) APPOINTMENT (JUL 2005)

(a) The Task Order Contracting Officer hereby appoints the following individual as the Task Order Manger (TOM) for this task order:

Name: Cindy Klassen

Code: 685100D

E-mail: cindy.klassen@navy.mil

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Mailing Address: 1 Administration Circle, MS: 6202

China Lake, CA 93555-6001

Telephone: 760-939-8786

(b) The TOM is responsible for those specific functions assigned in the Task Order Manager appointment letter.

(c) Only the Task Order Contracting Officer has the authority to modify the terms of the task order. Therefore, in no event will any understanding, agreement, modification, change order, or other matter deviating from the terms of the basic contract or this task order between the contractor and any other person be effective or binding on the Government. If, in the opinion of the contractor, an effort outside the existing scope of this task order is requested, the contractor shall promptly notify the Task Order Contracting Officer in writing. No action shall be taken by the contractor unless the Task Order Contracting Officer, PCO or ACO has issued a formal modification.

5252.242-9511 CONTRACT ADMINISTRATION DATA (NAVAIR)(MAR 2007)

(a) Contract Administration Office.

(1) Contract administration functions (see FAR 42.302 and DFARS 242.302) are assigned to: S0512A DCMA LOS ANGELES

See the ADMINISTERED BY Block on the face page of the contract or modification.

(2) Contract administration functions withheld, additional contract administration functions assigned, or special instructions (see FAR 42.202) are: as delineated by Procuring Contracting Officer (PCO) correspondence.

(b) Inquiries regarding payment should be referred to: MyInvoice at <http://www.dod.mil/dfas/contractorpay/myinvoice.html>

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Accounting Data
SLINID  PR Number          Amount
-----
100101  130012381500001      985000.00
LLA :
AA 97X4930 NH2C 252 77777 0 050120 2F 000000 A00000155647

300001  130012381500001      15000.00
LLA :
AA 97X4930 NH2C 252 77777 0 050120 2F 000000 A00000155647

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SECTION H SPECIAL CONTRACT REQUIREMENTS

5252.209-9510 ORGANIZATIONAL CONFLICTS OF INTEREST (NAVAIR) (SERVICES)(MAR 2007)

(a) Purpose. This clause seeks to ensure that the contractor (1) does not obtain an unfair competitive advantage over other parties by virtue of its performance of this contract, and (2) is not biased because of its current or planned interests (financial, contractual, organizational or otherwise) that relate to the work under this contract.

(b) Scope. The restrictions described herein shall apply to performance or participation by the contractor (as defined in paragraph (d)(7)) in the activities covered by this clause.

(1) The restrictions set forth in paragraph (e) apply to supplies, services, and other performance rendered with respect to the suppliers and/or equipment listed in Attachment [insert attachment number]. [insert either "Task orders issued under the contract" or "The contract"] will specify to which suppliers and/or equipment subparagraph (f) restrictions apply.

(2) The financial, contractual, organizational and other interests of contractor personnel performing work under this contract shall be deemed to be the interests of the contractor for the purposes of determining the existence of an Organizational Conflict of Interest. Any subcontractor that performs any work relative to this contract shall be subject to this clause. The contractor agrees to place in each subcontract affected by these provisions the necessary language contained in this clause.

(c) Waiver. Any request for waiver of the provisions of this clause shall be submitted in writing to the Procuring Contracting Officer. The request for waiver shall set forth all relevant factors including proposed contractual safeguards or job procedures to mitigate conflicting roles that might produce an Organizational Conflict of Interest. No waiver shall be granted by the Government with respect to prohibitions pursuant to access to proprietary data.

(d) Definitions. For purposes of application of this clause only, the following definitions are applicable:

(1) "System" includes system, major component, subassembly or subsystem, project, or item.

(2) "Nondevelopmental items" as defined in FAR 2.101.

(3) "Systems Engineering" (SE) includes, but is not limited to, the activities in FAR 9.505-1(b).

(4) "Technical direction" (TD) includes, but is not limited to, the activities in FAR 9.505-1(b).

(5) "Advisory and Assistance Services" (AAS) as defined in FAR 2.101.

(6) "Consultant services" as defined in FAR 31.205-33(a).

(7) "Contractor", for the purposes of this clause, means the firm signing this contract, its subsidiaries and affiliates, joint ventures involving the firm, any entity with which the firm may hereafter merge or affiliate, and any other successor or assignee of the firm.

(8) "Affiliates," means officers or employees of the prime contractor and first tier subcontractors involved in the program and technical decision-making process concerning this contract.

(9) "Interest" means organizational or financial interest.

(10) "Weapons system supplier" means any prime contractor or first tier subcontractor engaged in, or having a known prospective interest in the development, production or analysis of any of the weapon systems, as well as any major component or subassembly of such system.

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(e) Contracting restrictions.

(1) To the extent the contractor provides systems engineering and/or technical direction for a system or commodity but does not have overall contractual responsibility for the development, the integration, assembly and checkout (IAC) or the production of the system, the contractor shall not (i) be awarded a contract to supply the system or any of its major components or (ii) be a subcontractor or consultant to a supplier of the system or of its major components. The contractor agrees that it will not supply to the Department of Defense (either as a prime contractor or as a subcontractor) or act as consultant to a supplier of, any system, subsystem, or major component utilized for or in connection with any item or other matter that is (directly or indirectly) the subject of the systems engineering and/or technical direction or other services performed under this contract for a period of insert the period of prohibition after the date of completion of the contract. (FAR 9.505-1(a))

(2) To the extent the contractor prepares and furnishes complete specifications covering nondevelopmental items to be used in a competitive acquisition, the contractor shall not be allowed to furnish these items either as a prime contractor or subcontractor. This rule applies to the initial production contract, for such items plus a specified time period or event. The contractor agrees to prepare complete specifications covering non-developmental items to be used in competitive acquisitions, and the contractor agrees not to be a supplier to the Department of Defense, subcontract supplier, or a consultant to a supplier of any system or subsystem for which complete specifications were prepared hereunder. The prohibition relative to being a supplier, a subcontract supplier, or a consultant to a supplier of these systems of their subsystems extends for a period of insert the period of prohibition after the terms of this contract. (FAR 9.505-2(a)(1))

(3) To the extent the contractor prepares or assists in preparing a statement of work to be used in competitively acquiring a system or services or provides material leading directly, predictably and without delay to such a work statement, the contractor may not supply the system, major components thereof or the services unless the contractor is the sole source, or a participant in the design or development work, or more than one contractor has been involved in preparation of the work statement. The contractor agrees to prepare, support the preparation of or provide material leading directly, predictably and without delay to a work statement to be used in competitive acquisitions, and the contractor agrees not to be a supplier or consultant to a supplier of any services, systems or subsystems for which the contractor participated in preparing the work statement. The prohibition relative to being a supplier, a subcontract supplier, or a consultant to a supplier of any services, systems or subsystems extends for a period of insert the period of prohibition after the terms of this contract. (FAR 9.505-2(b)(1))

(4) To the extent work to be performed under this contract requires evaluation of offers for products or services, a contract will not be awarded to a contractor that will evaluate its own offers for products or services, or those of a competitor, without proper safeguards to ensure objectivity to protect the Government's interests. Contractor agrees to the terms and conditions set forth in the Statement of Work that are established to ensure objectivity to protect the Government's interests. (FAR 9.505-3)

(5) To the extent work to be performed under this contract requires access to proprietary data of other companies, the contractor must enter into agreements with such other companies which set forth procedures deemed adequate by those companies (i) to protect such data from unauthorized use or disclosure so long as it remains proprietary and (ii) to refrain from using the information for any other purpose other than that for which it was furnished. Evidence of such agreement(s) must be made available to the Procuring Contracting Officer upon request. The contractor shall restrict access to proprietary information to the minimum number of employees necessary for performance of this contract. Further, the contractor agrees that it will not utilize proprietary data obtained from such other companies in preparing proposals (solicited or unsolicited) to perform additional services or studies for the United States Government. The contractor agrees to execute agreements with companies furnishing proprietary data in connection with work performed under this contract, obligating the contractor to protect such data from unauthorized use or disclosure so long as such data remains proprietary, and to furnish copies of such agreement to the Contracting Officer. Contractor further agrees that such proprietary data shall not be used in performing for the Department of Defense additional work in the same field as work performed under this contract if such additional work is procured competitively. (FAR 9.505)

(6) Preparation of Statements of Work or Specifications. If the contractor under this contract assists substantially in the preparation of a statement of work or specifications, the contractor shall be ineligible to perform or participate in any capacity in any contractual effort (solicited or unsolicited) that is based on such statement of work or specifications. The contractor shall not incorporate its products or services in such statement of work or specifications unless so directed in writing by the Contracting Officer, in which case the restrictions in this

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subparagraph shall not apply. Contractor agrees that it will not supply to the Department of Defense (either as a prime contractor or as a subcontractor) or act as consultant to a supplier of, any system, subsystem or major component utilized for or in connection with any item or work statement prepared or other services performed or materials delivered under this contract, and is procured on a competitive basis, by the Department of Defense with insert the period of prohibition after completion of work under this contract. The provisions of this clause shall not apply to any system, subsystem, or major component for which the contractor is the sole source of supply or which it participated in designing or developing. (FAR 9.505-4(b))

[] (7) Advisory and Assistance Services (AAS). If the contractor provides AAS services as defined in paragraph (d) of this clause, it shall be ineligible thereafter to participate in any capacity in Government contractual efforts (solicited or unsolicited) which stem directly from such work, and the contractor agrees not to perform similar work for prospective offerors with respect to any such contractual efforts. Furthermore, unless so directed in writing by the Contracting Officer, the contractor shall not perform any such work under this contract on any of its products or services, or the products or services of another firm for which the contractor performs similar work. Nothing in this subparagraph shall preclude the contractor from competing for follow-on contracts for AAS.

(f) Remedies. In the event the contractor fails to comply with the provisions of this clause, such noncompliance shall be deemed a material breach of the provisions of this contract. If such noncompliance is the result of conflicting financial interest involving contractor personnel performing work under this contract, the Government may require the contractor to remove such personnel from performance of work under this contract. Further, the Government may elect to exercise its right to terminate for default in the event of such noncompliance. Nothing herein shall prevent the Government from electing any other appropriate remedies afforded by other provisions of this contract, or statute or regulation.

(g) Disclosure of Potential Conflicts of Interest. The contractor recognizes that during the term of this contract, conditions may change which may give rise to the appearance of a new conflict of interest. In such an event, the contractor shall disclose to the Government information concerning the new conflict of interest. The contractor shall provide, as a minimum, the following information:

(1) a description of the new conflict of interest (e.g., additional weapons systems supplier(s), corporate restructuring, new first-tier subcontractor(s), new contract) and identity of parties involved;

(2) a description of the work to be performed;

(3) the dollar amount;

(4) the period of performance; and

(5) a description of the contractor's internal controls and planned actions, to avoid any potential organizational conflict of interest.

5252.237-9501 ADDITION OR SUBSTITUTION OF KEY PERSONNEL (SERVICES) (NAVAIR)(OCT 2005)

(a) A requirement of this contract is to maintain stability of personnel proposed in order to provide quality services. The contractor agrees to assign only those key personnel whose resumes were submitted and approved, and who are necessary to fulfill the requirements of the effort. The contractor agrees to assign to any effort requiring non-key personnel only personnel who meet or exceed the applicable labor category descriptions. No substitution or addition of personnel shall be made except in accordance with this clause.

(b) If personnel for whatever reason become unavailable for work under the contract for a continuous period exceeding thirty (30) working days, or are expected to devote substantially less effort to the work than indicated in the proposal, the contractor shall propose a substitution to such personnel, in accordance with paragraph (d) below.

(c) The contractor agrees that during the first 12 months of the contract, no key personnel substitutions or additions will be made unless necessitated by compelling reasons including, but not limited to: an individual's illness, death, termination of employment, declining an offer of employment (for those individuals proposed as contingent hires), or family friendly leave. In such an event, the contractor must promptly provide the information required by paragraph (d) below to the Contracting Officer for approval prior to the substitution or addition of key

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personnel.

(d) All proposed substitutions shall be submitted, in writing, to the Contracting Officer at least fifteen (15) days (thirty (30) days if a security clearance must be obtained) prior to the proposed substitution. Each request shall provide a detailed explanation of the circumstances necessitating the proposed substitution, a complete resume for the proposed substitute, information regarding the full financial impact of the change, and any other information required by the Contracting Officer to approve or disapprove the proposed substitution. All proposed substitutes (no matter when they are proposed during the performance period) shall have qualifications that are equal to or higher than the qualifications of the person being replaced.

(e) In the event a requirement to increase the specified level of effort for a designated labor category, but not the overall level of effort of the contract occurs, the offeror shall submit to the Contracting Officer a written request for approval to add personnel to the designated labor category. The information required is the same as that required in paragraph (d) above. The additional personnel shall have qualifications greater than or equal to at least one (1) of the individuals proposed for the designated labor category.

(f) The Contracting Officer shall evaluate requests for substitution and addition of personnel and promptly notify the offeror, in writing, of whether the request is approved or disapproved.

(g) If the Contracting Officer determines that suitable and timely replacement of personnel who have been reassigned, terminated or have otherwise become unavailable to perform under the contract is not reasonably forthcoming or that the resultant reduction of productive effort would impair the successful completion of the contract or the task order, the contract may be terminated by the Contracting Officer for default or for the convenience of the Government, as appropriate. Alternatively, at the Contracting Officer's discretion, if the Contracting Officer finds the contractor to be at fault for the condition, he may equitably adjust (downward) the contract price or fixed fee to compensate the Government for any delay, loss or damage as a result of the contractor's action.

(h) Noncompliance with the provisions of this clause will be considered a material breach of the terms and conditions of the contract for which the Government may seek any and all appropriate remedies including Termination for Default pursuant to FAR Clause 52.249-6, Alt IV, "Termination (Cost-Reimbursement)".

**5252.232-9509 REIMBURSEMENT OF TRAVEL, PER DIEM, AND SPECIAL MATERIAL COSTS (NAVAIR)
(OCT 2006)**

(a) Area of Travel. Performance under this contract may require travel by contractor personnel. If travel, domestic or overseas, is required, the contractor is responsible for making all necessary arrangements for its personnel. These include but are not limited to: medical examinations, immunizations, passports/visas/etc., and security clearances. All contractor personnel required to perform work on any U.S. Navy vessel shall obtain boarding authorization from the Commanding Officer of the vessel before boarding.

(b) Travel Policy. The Government will reimburse the contractor for allowable travel costs incurred by the contractor in performance of the contract in accordance with FAR Subpart 31.2. Travel required for tasks assigned under this contract shall be governed in accordance with: Federal Travel Regulations, prescribed by the General Services Administration for travel in the conterminous 48 United States, (hereinafter the FTR); 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 territories and possessions of the United States (hereinafter JTR); and Standardized Regulations (Government Civilians, Foreign Areas), Section 925, "Maximum Travel Per Diem Allowances for Foreign Areas," prescribed by the Department of State, for travel in areas not covered in the FTR or JTR (hereinafter the SR).

(c) Travel. Travel and subsistence are authorized for travel beyond a fifty-mile radius of the contractor's office whenever a task assignment requires work to be accomplished at a temporary alternate worksite. No travel or subsistence shall be charged for work performed within a fifty-mile radius of the contractor's office. The contractor shall not be paid for travel or subsistence for contractor personnel who reside in the metropolitan area in which the tasks are being performed. Travel performed for personal convenience, in conjunction with personal recreation, or daily travel to and from work at the contractor's facility will not be reimbursed.

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(1) For travel costs other than described in paragraph (c) above, the contractor shall be paid on the basis of actual amount paid to the extent that such travel is necessary for the performance of services under the contract and is authorized by the COR in writing.

(2) When transportation by privately owned conveyance is authorized, the contractor shall be paid on a mileage basis not to exceed the applicable Government transportation rate as contained in the FTR, JTR or SR. Authorization for the use of privately owned conveyance shall be indicated in the basic contract. Distances traveled between points shall be shown on invoices as listed in standard highway mileage guides. Reimbursement will not exceed the mileage shown in the standard highway mileage guides.

(3) The contractor agrees, in the performance of necessary travel, to use the lowest cost mode commensurate with the requirements of the mission as set forth in the basic contract 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.

(4) The contractor's invoices shall include receipts or other evidence substantiating actual costs incurred for authorized travel. In no event will such payments exceed the rates of common carriers.

(d) Vehicle and/or Truck Rentals. The contractor shall be reimbursed for actual rental/lease of special vehicles and/or trucks (i.e., of a type not normally used by the contractor in the conduct of its business) only if authorized in the basic contract or upon approval by the COR. Reimbursement of such rental shall be made based on actual amounts paid by the contractor. Use of rental/lease costs of vehicles and/or trucks that are of a type normally used by the contractor in the conduct of its business are not subject to reimbursement.

(e) Car Rental. The contractor shall be reimbursed for car rental, exclusive of mileage charges, as authorized in the basic contract or upon approval by the COR, when the services are required to be performed beyond the normal commuting distance from the contractor's facilities. Car rental for a team on TDY at one site will be allowed for a minimum of four (4) persons per car, provided that such number or greater comprise the TDY team.

(f) Per Diem. The contractor shall not be paid for per diem for contractor personnel who reside in the metropolitan areas in which the tasks are being performed. Per Diem shall not be paid on services performed within a fifty-mile radius of the contractor's home office or the contractor's local office. Per Diem is authorized for contractor personnel beyond a fifty-mile radius of the contractor's home or local offices whenever a task assigned requires work to be done at a temporary alternate worksite. Per Diem shall be paid to the contractor only to the extent that overnight stay is necessary and authorized under this contract. The authorized per diem rate shall be the same as the prevailing per diem in the worksite locality. These rates will be based on rates contained in the FTR, JTR or SR. The applicable rate is authorized at a flat seventy-five (75%) percent on the day of departure from contractor's home or local office, and on the day of return. Reimbursement to the contractor for per diem shall be limited to actual payments to per diem defined herein. The contractor shall provide actual payments of per diem defined herein. The contractor shall provide supporting documentation for per diem expenses as evidence of actual payment.

(g) Shipboard Stays. Whenever work assignments require temporary duty aboard a Government ship, the contractor will be reimbursed at the per diem rates identified in paragraph C8101.2C or C81181.3B(6) of the Department of Defense Joint Travel Regulations, Volume II.

(h) Special Material. "Special material" includes only the costs of material, supplies, or services which is peculiar to the ordered data and which is not suitable for use in the course of the contractor's normal business. It shall be furnished pursuant to specific authorization approved by the COR. The contractor will be required to support all material costs claimed by its costs less any applicable discounts. "Special materials" include, but are not limited to, graphic reproduction expenses, or technical illustrative or design requirements needing special processing.

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SECTION I CONTRACT CLAUSES

252.227-7025 LIMITATIONS ON THE USE OR DISCLOSURE OF GOVERNMENT-FURNISHED INFORMATION MARKED WITH RESTRICTIVE LEGENDS (JUN 1995)

(a)(1) For contracts requiring the delivery of technical data, the terms "limited rights" and "Government purpose rights" are defined in the Rights in Technical Data--Noncommercial Items clause of this contract.

(2) For contracts that do not require the delivery of technical data, the terms "government purpose rights" and "restricted rights" are defined in the Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation clause of this contract.

(3) For Small Business Innovative Research program contracts, the terms "limited rights" and "restricted rights" are defined in the Rights in Noncommercial Technical Data and Computer Software--Small Business Innovative Research (SBIR) Program clause of this contract.

(b) Technical data or computer software provided to the Contractor as Government furnished information (GFI) under this contract may be subject to restrictions on use, modification, reproduction, release, performance, display, or further disclosure.

(1) GFI marked with limited or restricted rights legends. The Contractor shall use, modify, reproduce, perform, or display technical data received from the Government with limited rights legends or computer software received with restricted rights legends only in the performance of this contract. The Contractor shall not, without the express written permission of the party whose name appears in the legend, release or disclose such data or software to any person.

(2) GFI marked with government purpose rights legends. The Contractor shall use technical data or computer software received from the Government with government purpose rights legends for government purposes only. The Contractor shall not, without the express written permission of the party whose name appears in the restrictive legend, use, modify, reproduce, release, perform, or display such data or software for any commercial purpose or disclose such data or software to a person other than its subcontractors, suppliers, or prospective subcontractors or suppliers, who require the data or software to submit offers for, or perform, contracts under this contract. Prior to disclosing the data or software, the Contractor shall require the persons to whom disclosure will be made to complete and sign the non-disclosure agreement at 227.7103-7 of the Defense Federal Acquisition Regulation Supplement (DFARS).

(3) GFI marked with specially negotiated license rights legends. The Contractor shall use, modify, reproduce, release, perform, or display technical data or computer software received from the Government with specially negotiated license legends only as permitted in the license. Such data or software may not be released or disclosed to other persons unless permitted by the license and, prior to release or disclosure, the intended recipient has completed the non-disclosure agreement at DFARS 227.7103-7. The Contractor shall modify paragraph (1)(c) of the non-disclosure agreement to reflect the recipient's obligations regarding use, modification, reproduction, release, performance, display, and disclosure of the data or software.

(c) Indemnification and creation of third party beneficiary rights. The Contractor agrees--

(1) 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, performance, display, or disclosure of technical data or computer software received from the Government with restrictive legends by the Contractor or any person to whom the Contractor has released or disclosed such data or software; and

(2) That the party whose name appears on the restrictive legend, in addition to any other rights it may have, is a third party beneficiary who has the right of direct action against the Contractor, or any person to whom the Contractor has released or disclosed such data or software, for the unauthorized duplication, release, or disclosure of technical data

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or computer software subject to restrictive legends.

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 10 days.

52.222-2 PAYMENT FOR OVERTIME PREMIUMS (JUL 1990)

(a) The use of overtime is authorized under this contract if the overtime premium cost does not exceed * ____\$0____ or the overtime premium is paid for work --

- (1) Necessary to cope with emergencies such as those resulting from accidents, natural disasters, breakdowns of production equipment, or occasional production bottlenecks of a sporadic nature;
- (2) By indirect-labor employees such as those performing duties in connection with administration, protection, transportation, maintenance, standby plant protection, operation of utilities, or accounting;
- (3) To perform tests, industrial processes, laboratory procedures, loading or unloading of transportation conveyances, and operations in flight or afloat that are continuous in nature and cannot reasonably be interrupted or completed otherwise; or
- (4) That will result in lower overall costs to the Government.

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

- (1) Identify the work unit; e.g., department or section in which the requested overtime will be used, together with present workload, staffing, and other data of the affected unit sufficient to permit the Contracting Officer to evaluate the necessity for the overtime;
- (2) Demonstrate the effect that denial of the request will have on the contract delivery or performance schedule;
- (3) Identify the extent to which approval of overtime would affect the performance or payments in connection with other Government contracts, together with identification of each affected contract; and
- (4) Provide reasons why the required work cannot be performed by using multishift operations or by employing additional personnel.

*Insert either "zero" or the dollar amount agreed to during negotiations.

52.211-14 NOTICE OF PRIORITY RATING FOR NATIONAL DEFENSE USE (SEP 1990)

Any contracts awarded as a result of this solicitation will be a [] DX rated order; [X] DO rated order certified for national defense use under the Defense Priorities and Allocations System (DPAS) (15 CFR 350), and the Contractor will be required to follow all of the requirements of this regulation.

52.244-2 SUBCONTRACTS (JUN 2007)

(a) Definitions. As used in this clause--

“Approved purchasing system” means a Contractor's purchasing system that has been reviewed and approved in accordance with Part 44 of the Federal Acquisition Regulation (FAR).

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“Consent to subcontract” means the Contracting Officer's written consent for the Contractor to enter into a particular subcontract.

“Subcontract” means any contract, as defined in FAR Subpart 2.1, entered into by a subcontractor to furnish supplies or services for performance of the prime contract or a subcontract. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders.

(b) When this clause is included in a fixed-price type contract, consent to subcontract is required only on unpriced contract actions (including unpriced modifications or unpriced delivery orders), and only if required in accordance with paragraph (c) or (d) of this clause.

(c) If the Contractor does not have an approved purchasing system, consent to subcontract is required for any subcontract that--

(1) Is of the cost-reimbursement, time-and-materials, or labor- hour type; or

(2) Is fixed-price and exceeds--

(i) For a contract awarded by the Department of Defense, the Coast Guard, or the National Aeronautics and Space Administration, the greater of the simplified acquisition threshold or 5 percent of the total estimated cost of the contract; or

(ii) For a contract awarded by a civilian agency other than the Coast Guard and the National Aeronautics and Space Administration, either the simplified acquisition threshold or 5 percent of the total estimated cost of the contract.

(d) If the Contractor has an approved purchasing system, the Contractor nevertheless shall obtain the Contracting Officer's written consent before placing the following subcontracts:

The contractor shall not acquire any single item or system or issue any single purchase order valued at \$10,000 or more without a proposal to do so and a written approval of the TOM and the Procuring Contracting Officer.

(e)(1) The Contractor shall notify the Contracting Officer reasonably in advance of placing any subcontract or modification thereof for which consent is required under paragraph (b), (c), or (d) of this clause, including the following information:

(i) A description of the supplies or services to be subcontracted.

(ii) Identification of the type of subcontract to be used.

(iii) Identification of the proposed subcontractor.

(iv) The proposed subcontract price.

(v) The subcontractor's current, complete, and accurate cost or pricing data and Certificate of Current Cost or Pricing Data, if required by other contract provisions.

(vi) The subcontractor's Disclosure Statement or Certificate relating to Cost Accounting Standards when such data are required by other provisions of this contract.

(vii) A negotiation memorandum reflecting--

(A) The principal elements of the subcontract price negotiations;

(B) The most significant considerations controlling establishment of initial or revised prices;

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(C) The reason cost or pricing data were or were not required;

(D) The extent, if any, to which the Contractor did not rely on the subcontractor's cost or pricing data in determining the price objective and in negotiating the final price;

(E) The extent to which it was recognized in the negotiation that the subcontractor's cost or pricing data were not accurate, complete, or current; the action taken by the Contractor and the subcontractor; and the effect of any such defective data on the total price negotiated;

(F) The reasons for any significant difference between the Contractor's price objective and the price negotiated; and

(G) A complete explanation of the incentive fee or profit plan when incentives are used. The explanation shall identify each critical performance element, management decisions used to quantify each incentive element, reasons for the incentives, and a summary of all trade-off possibilities considered.

(2) The Contractor is not required to notify the Contracting Officer in advance of entering into any subcontract for which consent is not required under paragraph (b), (c), or (d) of this clause.

(f) Unless the consent or approval specifically provides otherwise, neither consent by the Contracting Officer to any subcontract nor approval of the Contractor's purchasing system shall constitute a determination--

(1) Of the acceptability of any subcontract terms or conditions;

(2) Of the allowability of any cost under this contract; or

(3) To relieve the Contractor of any responsibility for performing this contract.

(g) No subcontract or modification thereof placed under this contract shall provide for payment on a cost-plus-a-percentage-of-cost basis, and any fee payable under cost-reimbursement type subcontracts shall not exceed the fee limitations in FAR 15.404-4(c)(4)(i).

(h) The Contractor shall give the Contracting Officer immediate written notice of any action or suit filed and prompt notice of any claim made against the Contractor by any subcontractor or vendor that, in the opinion of the Contractor, may result in litigation related in any way to this contract, with respect to which the Contractor may be entitled to reimbursement from the Government.

(i) The Government reserves the right to review the Contractor's purchasing system as set forth in FAR Subpart 44.3.

(j) Paragraphs (c) and (e) of this clause do not apply to the following subcontracts, which were evaluated during negotiations:

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SECTION J LIST OF ATTACHMENTS

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FINAL CDRLs

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