

ORDER FOR SUPPLIES OR SERVICES (FINAL)

1. CONTRACT NO. N00178-11-D-6433				2. DELIVERY ORDER NO. EHP3		3. EFFECTIVE DATE 2012 Jul 18		4. PURCH REQUEST NO. N65540-10-NR-55031		5. PRIORITY DO-A3	
6. ISSUED BY NSWC, CARDEROCK DIVISION, PHILADELPHIA NAVSSSES Philadelphia PA 19112-1403				CODE N65540		7. ADMINISTERED BY DCMA Manassas 10500 BATTLEVIEW PARKWAY, SUITE 200 MANASSAS VA 20109-2342				CODE S2404A	
9. CONTRACTOR AMSEC LLC 2829 Guardian Lane Virginia Beach VA 23452				CODE 1LT84		FACILITY		10. DELIVER TO FOB POINT BY (Date) See Schedule		11. X IF BUSINESS IS SMALL	
								12. DISCOUNT TERMS Net 30 Days WIDE AREA WORK FLOW		SMALL DISADVANTAGED	
								13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Section G		WOMEN-OWNED	
14. SHIP TO See Section D				CODE		15. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264				CODE HQ0338	
										MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.	
16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	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.								
AMSEC LLC				Karen Lisota Director of Contracts and Pricing							
NAME OF CONTRACTOR			SIGNATURE			TYPED NAME AND TITLE			DATE SIGNED (YYYYMMDD)		
<input type="checkbox"/> 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 BY: /s/Robert R Colot				25. TOTAL \$2,873,356.58		26. DIFFERENCES	
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			31. PAYMENT		34. CHECK NUMBER			
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.						COMPLETE					
a. DATE		b. SIGNATURE AND TITLE OF CERTIFYING OFFICER				PARTIAL		35. BILL OF LADING NO.			
						FULL					
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

1. The purpose of this modification is to provide incremental funding in the amount of \$ [REDACTED]. As a result, the total amount of funding obligated and available for payment under this order is \$ [REDACTED]. It is estimated the funding under this order will cover the cost of performance through 15 August 2012. In accordance with contract clause 52.232-22, the Government is not obligated to reimburse the contractor for any costs incurred in excess of \$ [REDACTED] unless additional funds are made available and obligated under this order in a subsequent modification. A conformed copy of this task order is attached to this modification for informational purposes only.

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

3. Sections B and G are revised to add the following:

CLIN/SLIN	Type of Fund	From (\$)	By (\$)	To (\$)
400001	O&MN,N	0.00	[REDACTED]	[REDACTED]
600001	O&MN,N	0.00	[REDACTED]	[REDACTED]

4. The total value of the order is hereby increased by \$2,873,356.58 from \$0.00 to \$2,873,356.58.

5. The Allotment of Funds to this task is shown below:

ESTIMATED ITEM(S)	ALLOTTED TO COST	ALLOTTED TO FEE	TOTAL
400001	\$ [REDACTED]	\$ [REDACTED]	\$ [REDACTED]
600020	\$ [REDACTED]	N/A	\$ [REDACTED]

6. The Accounting and Appropriation Data added to Section G is as follows:

400001 1300260822 [REDACTED]
 LLA :
 AA 1721804 70BA 257 00070 R 045924 2D XK3195 0007023195KD
 Standard Number: N0007012WXX3195/AA
 See TI# 01

600001 1300260855 [REDACTED]
 LLA :
 AA 1721804 70BA 257 00070 R 045924 2D XK3195 0007023195KD
 Standard Number: N0007012WXX3195/AA
 See TI# 01

BASE Funding [REDACTED]
 Cumulative Funding [REDACTED]

7. The end of this task order performance remains unchanged at 17 July 2015, if all options are exercised.

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Amendment 0001

The purpose of this Amendment is to revise the Statement of Work (Section C), page 14, Task Area 1.3.1.1.3 to read as follows:

Task Area	Labor Category	Duties	IAWF Level	Baseline Cert.	OS Cert.
1.3.1.1.3	Sr Systems Analyst	ILS Support	IAT-2	CompTIA Security +	MCSA, MCSE, MCITP-SA, MCITP-EA

This is required as a condition of employment. Each labor category that applies should have this requirement added to the other requirements such as college degrees.

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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
4000	Engineering and Technical Support Services IAW the attached Statement of Work (SOW) during the period from date of award through 12 months after date of award. (TBD)	1.0	LO	██████████	██████████	\$2,403,202.10
400001	Incremental Funding under CLIN 4000 in the amount of \$448,000.00. See TI# 01 (O&MN,N)					
4100	Option Year 1 Labor same as CLIN 4000 except during the period from 13 months after the date of award through 24 months after the date of award. (TBD) Option	1.0	LO	██████████	██████████	\$2,139,422.20
4200	Option Year 2 Labor same as CLIN 4000 except during the period from 25 months the date of award through 36 months after the date of award. (TBD) Option	1.0	LO	██████████	██████████	\$2,235,148.50

For ODC Items:

Item	Supplies/Services	Qty	Unit	Est. Cost
6000	Base Period Support Costs of \$470,154.48 for travel, other direct costs and	1.0	LO	\$470,154.48

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material during
the period from
the date of award
through 12 months
after the date of
award. (TBD)

600001 Incremental
Funding under
CLIN 6000 in the
amount of
\$37,000.00.
See TI# 01
(O&MN,N)

6100 Option Year 1 1.0 LO \$470,468.72
Support Cost of
\$470,468.72 for
travel, other
material during
the period from
13 months after
the date of award
through 24 months
after the date of
award. (TBD)
Option

6200 Option Year 2 1.0 LO \$470,540.26
Support costs of
\$470,540.26 for
travel, other
direct costs and
labor during the
period from 25
months after the
date of award
through 36 months
after the date of
award. (TBD)
Option

Note: If fee is included in the pass through rate for subcontractor labor costs, the prime contractor is requested to identify what percentage of the pass through costs is considered fee in their cost proposal. The maximum labor pass through rate (which includes all adders and any prime contractor fee applied to subcontractor labor costs) shall not exceed 8 %.

LEVEL OF EFFORT:

The level of effort for the performance of this contract is based upon an anticipated total estimated level of effort of 246170 man-hours of direct labor. The estimated composition of the 246170 man-hours of direct labor can be found in the chart below.

	Base		Option 1		Option 2		Option 3		Option 4	
TITLE	ST	OT	ST	OT	ST	OT	ST	OT	ST	OT
Program Manager	1,440	0	1,440	0	1,440	0	1,440	0	1,440	0
Senior Engineer	3,560	0	2,760	0	3,160	0	3,760	0	3,760	0
Project Engineer	3,740	0	2,640	0	3,640	0	3,440	0	3,440	0
Engineer	3,360	40	1,960	0	1,660	0	1,660	0	2,160	0
Jr. Engineer	2,440	40	2,640	40	2,740	40	4,440	40	3,640	40
Systems Engineer	3,740	80	3,440	40	3,440	40	4,440	80	3,840	40

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Sr. Engineering Tech	3,820	200	3,620	200	3,820	305	4,620	369	4,420	240
Electronics Technician	3,920	313	3,720	297	3,920	313	4,520	361	4,420	240
Engineering Tech	6,400	250	6,000	480	6,100	488	5,800	464	5,800	240
Logistician	980	40	380	30	530	42	980	78	480	38
Program Analyst	680	40	480	38	360	28	580	46	360	20
CAD/CAM Operator	2,620	209	1,020	81	1,244	99	2,420	193	2,220	177
Programmer	1,220	40	1,320	105	1,420	113	1,320	105	1,320	105
QA Specialist	920	120	620	49	420	33	520	41	620	49
QA Manager	340	80	340	27	340	27	240	19	240	19
Sr Systems Analyst	3,080	0	2,780	0	2,280	0	2,280	0	2,780	0
Systems Analyst	6,820	200	6,820	545	6,420	380	6,320	400	6,220	320
Engineering Aide	720	80	740	90	740	100	620	90	740	100
Admin/Clerk	600	0	600	0	600	0	600	0	600	0
Hour Sub-Totals	50,400	1,732	43,320	2,022	44,274	2,008	50,000	2,286	48,500	1,628
									Total Hours	246,170

Offerors are to propose on the labor categories and hour estimates provided as the Level of Effort. Offerors who propose other than what is specified may be considered nonresponsive.

Payment of Fee

(a) The Government shall make payments to the Contractor, subject to and in accordance with the clause contained in the base IDIQ contract entitled "Limitation of Funds", FAR 52.216-8. Such payments shall be equal to the allowable cost of each invoice submitted by the Contractor pursuant to the clause of the base IDIQ entitled "Allowable Cost and Payment", FAR 52.216-7. Total fees paid to the Contractor for performance of work under this task order shall not exceed the fee amount set forth in the task order.

(b) In the event of discontinuance of the work under this task order in accordance with the clause of the IDIQ contract entitled "Limitation of Funds", FAR 52.232-22 or "Limitation of Cost", FAR 52.232-20, as applicable, the fee shall be equitably adjusted by mutual agreement to reflect the diminution of work. If the adjusted fee is less than the sum of all fee payments made to the contractor under this task order, the Contractor shall repay the excess amount to the Government. If the adjusted fee exceeds all payments made to the Contractor under this task order, the Government shall be required to pay the Contractor any amount in excess of the funds obligated.

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

1. SCOPE OF WORK

1.1 OBJECTIVE

The objective of this contract is to provide support of Engineering, logistics, computer engineering services, and training for NSWCCD Philadelphia. NSWCCD requires support for deployed systems such as TSIMS, TDKM, ICAS, and other installed systems supported by NSWCCD. The overall requirements includes all aspects of the life cycle support of Government Off the Shelf (GOTS) applications from development of Ship Change Documents (SCDS), provisioning support, parts support, training development, and shipboard testing. NSWCCD will also require support for various programmatic data calls and meetings supporting TSIMS. The contractor will be responsible to augment the technical code / ISEA at NSWC for these meetings.

1.2 REFERENCES

- (a) MIL-P 24534A PMS Development Specification dated 7 May 1985
- (b) EIA Standard 649
- (c) MIL-DTL-81927C, dated 26 Nov 1997, Manuals, Technical: General Style And Format Of (Work Package Concept)
- (d) MIL-STD-38784(1), dated 1 Dec 2000, Standard Practice for Manuals, Technical: General Style and Format
- (e) MIL-PRF-87269A dated 15 Aug 2000, Data Base, Revisable - Interactive Electronic Technical Manuals
- (f) NAVSEA C2 DTD
- (g) MIL PRF 49506 Logistics Management Information
- (h) MIL-DTL-24784 Manuals, Technical: General Acquisition and Development Requirements
- (i) S0005-AA-PRO-010/TMMP: NAVSEA/SPAWAR TMMP Operations and Life Cycle Support Procedures
- (j) S0005-AA-GYD-030 Guide for User Maintenance of NAVSEA Technical Manuals
- (k) S0300-AX-GYD-010 Hull, Mechanical and Electrical Equipment/Systems Technical Manual Production and Style Guide
- (l) ATIS Compatibility Testing Procedures
- (m) NAVSEAINST 9090.310 (latest addition)
- (n) NAVSEA S9AA0-AB-GOS-010/GSO, General Specification for Overhaul of US NAVY SHIPS
- (o) NAVSEAINST 9083.1 Commercial Off the Shelf (COTS) policy
- (p) DOD 8500. Series on Information Assurance
- (q) DOD 8510.01 Configuration and Management (CM) Policy and Guidance
- (r) OPNAVINST 3120.32 Standard Organization and Regulation of the US NAVY (SSCORM)
- (s) 4160.3B, the Standard NAVSEA Integrated Publishing Process (SNIPP)

1.3 REQUIREMENTS

The contractor shall furnish services and products in support of the following programs:

1. Total Ship Information Management System (TSIMS)
2. Technical Manuals
3. Planned Maintenance System (PMS)
4. Training Services/Curriculum Development
5. Supply Support
6. General engineering support to NSWC CD SSES
7. Various support systems that are interfaced to TSIMS, such as Condition Assessment systems, technical document systems
8. Technical Data Knowledge Management (TDKM) System Functional Expansion and Implementation Support
9. Program Executive Office In-Service and Refuel Complex Overhaul (RCOH) system engineering support
10. Update and maintain the TSIMS software and datasets for all aircraft carriers. TSIMS was originated by the COMNAVAIRFORCE community to assist combat systems watch officers to manage casualty control, situational awareness and logistical references to combat systems equipment. TSIMS provides users with a searchable graphical interface that reduces personnel response time significantly. TSIMS is currently distributed on CD-ROMs and updates are performed based on aircraft carrier availability. Additionally, TSIMS is an approved Navy Information/Application Product Suite (NIAPS) program.
11. Prepare test plans, test reports, and perform data collection, statistical analyses, and interpretation for prototype systems and components. Perform equipment testing, test site and/or field/shipboard evaluations, and equipment/component validation. Provide test materials, and design, fabricate, and assemble applicable

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components/test fixtures/articles for testing and evaluation. Perform timekeeping duties in the financial systems (SLCADA) and track man-hours/time in the CDB.

1.3.1 TASK AREAS

Task areas requiring contractor support are defined as follows:

1.3.1.1 Total Ship Information Management System (TSIMS)

1.3.1.1.7 The contractor will maintain a QA control plan during development, testing and rollout. The Contractor will assist and be a member of the testing control team with the ISEA; the Contractor will validate and test the software prior to submission to the government and will provide testing information and results to the ISEA at delivery.

1.3.1.1.8 The contractor will update and make corrections based on the QA testing results from the ISEA testing, retest and submit prior to deployment.

1.3.1.1.9 The contractor when instructed, will deliver and deploy the TSIMS dataset to the ship, while on the ship the contractor will be required to support installation, testing, training support for the ship's force personnel. The contractor will support ship board testing from the TSIMS workstations to the Network.

1.3.1.1.2 TDKM support.

Extend TDKM capability to support the development, delivery and maintenance of ATIS-based engineering drawings, associated core Advanced Technical Information System (ATIS) index files, and the supporting Ship's Drawing Index (SDI). The scope of this effort is generally related to TSIMS future architectures that are being developed; TSIMS will use TDKM to transfer some of these files; the contractor will provide support to TDKM (examples below) but not limited to the list below:

1.3.1.1.2.1 Develop and prototype extensions of the TDKM Retailer to support TDKM and Shipboard Non-tactical Application Delivery Interface System (SNADIS) retail functionality at user work site not serviced by connected computer outlets. This includes configuration-managed synchronization, secure on-line connectivity, and device specific data authentication for various types of mobile devices capable of being operated on Naval ships.

1.3.1.1.2.2 Develop and prototype Dynamic Data Reuse technology with permits TDKM distribution and knowledge management of two versions of technical data objects, one the original source version and the other an alternative rendering of that source for purposes of reuse and to maintain a two way automated mapping between the two versions so as to maintain the synchronization of the content of two versions when changes or edits are made to either of versions. Develop separate capability to operate on the TDKM Document Operations Center (DOC) and on the TDKM Retailer

1.3.1.1.2.3 Conduct future-looking concept development and feasibility analysis for expansion of the TDKM core infrastructure software. Document a Proposed Concept of Operations (CONOPS) and feasibility reports. Develop recommendations for future expansion of TDKM to meet anticipated Navy requirement to support shipboard units with expanded technical data content and other resources

1.3.1.1.2.4 Extend the functionality of the Document Operations Center (DOC) of the TDKM wholesaler beyond existing core document storage and retrieval capabilities.

1.3.1.1.2.5 Provide an extended TDKM capability as an operational component of Distance Support

1.3.1.1.3 Logistics support

1.3.1.1.3.1 The contractor will develop technical manuals for systems, subsystems for all equipment outside of the nuclear propulsion plant boundaries.

1.3.1.1.3.2 The contractor will be responsible for parts provisioning, planning and staging requirements for systems. The will include the development of PPL, APL, and sparing source details.

1.3.1.1.3.3 The contractor will support the NSW ISEA Obsolescence Integrated Product Teams (IPT) for systems to assist with program logistics planning.

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1.3.1.1.3.4 The contractor will support development, maintenance, and corrections to Navy Training Plans (NTP), and course work as directed. The development and maintenance of these documents will be done to the latest standard and navy governing documents.

1.3.1.1.3.5 The contractor will assist with the development and maintenance of PMS / CMP tasking for all systems as identified., This will include but not be limited to PMS, MIP , MRC an CMP items for HM&E systems on surface ships and submarines.

1.3.1.1.3.6 The contractor will be required to support training development of Computer Based Training (CBT) and Onboard Trainers (OBT) to support systems, this training development will in accordance with the current navy standards.

1.3.1.1.3.7 The contractor will support validation visits to the ships impacted by changes to prepare the change package for programs such as TSIMS. This validation will be to add and delete all configurations worthy items in the space.

1.3.1.1.4 Engineering support: The contractor will provide engineering support to NSWCCD SSES Philadelphia.

1.3.1.1.4.1 The contractor will support waterfront engineering needs for the ISEA for installed systems. This support will consist of installation and updates to systems, troubleshooting assistance, deck-plate training, and testing support.

1.3.1.1.4.2 The contractor will support the SHIPMAIN entitlement process for system installation for NSWC CD, this is to include by not be limited to development of SCDs, SIDS, RCM analysis, FMECA support, and BCA development.

1.3.1.1.4.3 The contractor will provide assistance to integration of systems into installed ship (carrier, surface and submarines) systems such as NIAPS, ICAS, MCS, IBS, ISC, SOMS, ACDS, and similar for integration of systems to TSIMS and TDKM functionality.

1.3.1.1.4.4 The contractor will conduct ship-checks to mark up drawings to match as found conditions for spaces impacted by the upgrade and installation of TSIMS and other systems.

1.3.1.1.4.5 The contractor will provide AUTOCAD support to NSWC. Based on the items marked up in 1.3.1.1.4.4 these changes will be incorporated into CAD (latest version) and will be “linked” to regions on the drawings to match configuration and system operation of TSIMS.

1.3.1.1.4.6 The contractor will support the ISEA with meetings with the TYCOM and Program platform offices. The contractor will be responsible for development of program metrics, proceses and white papers as directed.

1.3.1.1.4.7 The contractor will assist the ISEA with program, process improvement for legacy and future fleet assets, changing fleet programs and policies. The contractor will support the ISEA on various fleet program panels, and assist the ISEA with further integration of TSIMS into other programs

1.3.1.1.4.8 The contractor will provide PRE/PRL program support to the ISEA and technical codes, support in this area will include but not be limited to development of presentations, work project plans, program updates, and technical resolution papers.

1.3.1.1.4.9 The Contractor shall develop a Technology Roadmap that identifies technology insertion Opportunities, including emerging science and technology concepts, that provide for the following—(a) Supports the Department of the Navy’s Fleet transformation priorities , (b) leverages the DoD and other Navy initiatives; (c) stimulates coordination and cooperation of other NAVSSES and Navy departments, Systems Commands, and program offices; and (d) evaluates emerging and future technology opportunities and needs.

1.3.1.1.4.10 The Contractor shall monitor development progress, solicitation of new ideas, and track emergent technologies ready for insertion into linked HM&E programs.

1.3.1.1.4.11 The Contractor shall prepare documentation and presentations for defining the program’s supportability objectives.

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1.3.1.1.4.12 The Contractor shall evaluate system increment upgrade changes to determine impact to training systems, training systems design, support, schedules, cost and performance.

1.3.1.1.4.13 The Contractor shall integrate new training system requirements into program plans and documentation; provide technical expertise to assist in the development of life cycle cost evaluations and economic analyses associated with new trainers and training systems.

1.3.1.1.4.14 The contractor shall monitor and collect user data (service use data, user feedback, failure reports, discrepancy reports, system engineering management plan, programmatic environmental, safety and occupational health evaluation, and system safety analysis) to analyze data and develop an engineering investigation plan to determine root cause for failure mode identification.

1.3.1.1.4.15 The Contractor shall assist in the development and support of a risk management system that identifies & ranks (severity) of programmatic, schedule, and cost risk and develops corrective action leading to a process change or material change.

1.3.1.1.5 Computer Engineering Support: The contractor will provide computer engineering support to NSWCD SSES for the support applications and project needs, typical scope of work items are listed below, but it is not limited to this list:

1.3.1.1.5.1 The contractor will assist the ISEA in maintenance of the TSIMS code, for base program and modules, the contractor will edit and modify modules as directed by the ISEA and based on as found conditions and feedback from fleet and program office representatives. In accomplishing this work the contractor shall utilize: Software configuration control tools, software troubleshooting tools, and software testing tools.

1.3.1.1.5.2 The contractor will utilize and develop software configuration control processes to include development and updates to Software Requirements Documents (SRD), testing plans, configuration control plans, and maintain configuration control documents. All software will be in accordance with IEEE 122207 standards, except as indicated by the Government TPOC.

1.3.1.1.5.3 The contractor will support various software languages such as C++, Visual Basic, Visual Basic.Net, C, C-sharp and Java, to maintain, update and perform service on the various software products needed.

1.3.1.1.5.4 The contractor shall utilize CMMI / ISO production standards for the development and maintenance of software code.

1.4 PRODUCT/DELIVERABLES

1.4.1 The contractor shall provide the start-up plan to fully perform within 30 days of contract award.

1.4.2 The contractor shall provide the Plan of Action and Milestones (POA&M) within 15 days of contract award

1.4.3 Ship-check Report – within 5 days after completion of ship-check.

1.4.4 Software Requirements Document prior to software development.

1.4.5 Technical report packages, drawings, presentations as required upon completion of document.

1.4.6 Test Plans within 15 days prior to any test events.

1.4.7 Test Reports within 5 days following any test event.

1.4.8 Redline and ship visit trip Reports within 5 days after completion of any travel.

1.4.9 Training Reports within 5 days after completion of any training.

1.4.10 Project Progress report –initially, the first is due within 30 days after first IPT meeting, and monthly thereafter.

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1.4.11 Equipment Technical Documentation/Manuals – Will be delivered in conjunction with the Final Report for all software delivered to the government. Interim copies of all technical documentation shall be provided coincident with delivery of test plans.

1.4.12 TSIMS Executable Code within 15 days prior to scheduled installation

1.4.13 TSIMS Source Code and Documentation – 15 days prior to scheduled installation

1.4.14 Final Report will be delivered upon completion of the statement of work.

All reports and work products will be delivered to the Technical Point Of Contact (TPOC). The Technical POC for this task is Mr. Tim Lamey, NSWCCD Code 952, 4850 South 15th Street, Philadelphia, PA 19112 (215) 897-1365. Due dates for deliverables will be established between the contractor and the Technical Point of Contact (POC). Unless otherwise specified, the Government will utilize a maximum of ten (10) working days from the day drafts deliverables are received to review the document, provide comments back to the contractor, approve or disapprove the deliverable(s). The contractor will also have a maximum of five (5) working days from the day comments are received to incorporate all changes and submit the final deliverable to the Government. All days identified below are intended to be workdays unless otherwise specified. All deliverables shall be submitted to the Technical POC.

1.4.4 Quality and Acceptance Criteria

Final inspection and acceptance of all work performed, reports and other deliverables will be performed at the place of delivery by the Technical POC. General Acceptance Criteria:

- General quality measures, as set forth below, will be applied to each work product received from the contractor under this statement of work (SOW).
- Accuracy - Work Products shall be accurate in presentation, technical content, and adherence to accepted elements of style.
- Clarity - Work Products shall be clear and concise. Any/All diagrams/text shall be easy to understand and be relevant to the supporting narrative.
- Consistency to Requirements - All work products must satisfy the requirements of this statement of work.
- File Editing - All text and diagrammatic files shall be editable by the Government.
- Format - Work Products shall be submitted in hard copy and in media (SGML, CGM or PDF) mutually agreed upon prior to submission. Hard copy formats shall follow any specified Directives or Manuals.
- Timeliness - Work Products shall be submitted on or before the due date specified in this statement of work or submitted in accordance with a later scheduled date determined by the Government.

The Technical POC will review, for completeness, preliminary or draft documentation that the Contractor submits, and may return it to the Contractor for correction. Absence of any comments by the Technical POC will not relieve the Contractor of the responsibility for complying with the requirements of this work statement. Final approval and acceptance of documentation required herein shall be by letter of approval and acceptance by the Technical POC. The Contractor shall not construe any letter of acknowledgment of receipt material as a waiver of review, or as an acknowledgment that the material is in conformance with this work statement. Any approval given during preparation of the documentation, or approval for shipment shall not guarantee the final acceptance of the completed documentation.

2.0 OTHER CONSIDERATIONS

2.1 All products, documentation, data files and masters for products/reports etc. developed to support this task are the property of the government and shall be turned over to NSWCCD-SSES Code 952, upon request or completion of this task. Contractor user IDs, Passwords, and needed access for completion of this task will be coordinated through the TPOC.

2.2 Travel/Places of Performance

The contractor will be required to travel to various places where ships are located, including overseas ports. Places as examples for travel will be Bremerton, WA area, San Diego, CA, Pearl Harbor, HI, Norfolk, VA, Mayport,

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FL, Dubai, UAE, Bahrain, Philadelphia, PA, Washington, DC, and the contractor facility. For purposes of bid the Other Support Costs will be fixed during bid as described in the following sections. Travel will be indicated and directed under each Technical Instruction; at no time is the contractor authorized to travel without prior consent and approval from the government.

2.2.1 The majority of the work shall be performed at the Contractor's site. Services may be provided off-site, on-site, or a combination of, depending on program requirements and shall be specified by the TPOC.

2.2.2 Some work will require visits to industrial areas and onboard ships for ship checks, validations and technical assessments. The vast majority of this work is accomplished in-port but may require isolated underway

2.3 Materials

Material to be identified under individual technical instructions.

2.4 Government Furnished Information

2.4.1 The government will provide any and all pertinent information to the contractor to accomplish all tasking in a timely manner. The Contractor has the responsibility to request the material in a timely fashion to support the mission requirements.

2.4.2 The contractor will ensure proper control of all documents received including all proper handling requirements such as FOUO, NOFORN, PII, etc.

2.5 Security

All work planned under this contract is planned to be CONFIDENTIAL; but the subset of work maybe FOUO, SBU, NOFORN, PII, or Business sensitive. The contractor will ensure that all personnel working on tasks will maintain proper control and security levels to accomplish this work. Each TI will include a statement pertaining to the security level of that item. The contractor will have an approved location on the Philadelphia Navy Yard complex that is capable of storing FOUO, CONFIDENTIAL, NOFORN as required by each TI. All documentation shall be marked accordingly.

3.0 PERSONNEL QUALIFICATIONS

The contractor shall be responsible for the employment of trained and technically qualified personnel to perform technical efforts. In addition, the contractor is responsible for organizational and administrative controls necessary to ensure that performance meets or exceeds all contract specification requirements and those set forth in the task order. The Government reserves the right, during the life of this contract, to request work histories on any contractor employee for purposes of verifying compliance with this requirement. Personnel assigned to or utilized by the contractor in the performance of this contract shall meet the experience, educational, or other background requirements set forth herein, and be fully capable of performing the contemplated functions of the respective labor categories in an efficient, reliable, and professional manner. If the contracting officer questions the qualifications or competence of any person performing under the contract, the burden of proof to sustain that the person is qualified as prescribed herein shall be upon the contractor. All contractor personnel are required to comply with computer security requirements applicable to the Government's computer systems being used or accessed by them during the performance of this task order. When a decision is made known to a contractor employee that the employee will no longer need access to a Government computer system (due to dismissal, reassignment or resignation), it is the responsibility of the contractor to immediately notify the Task Order Manager (TOM) that the individual will not be permitted access to the computer system, and its data files. The appropriate level of clearance will be required in order to access specific compartments onboard ship in addition to government facilities. The contractor shall ensure compliance as per the DD Form 254 requirement.

Key Personnel

1. PROGRAM MANAGER (Key Personnel)(one resume required)

TARGET EXPERIENCE: Twelve (12) years experience in management of software and / or engineering projects

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involving maintenance, testing, product improvement, and configuration control that deals directly with Combat systems and H&ME monitoring systems related equipment. Direct experience with developing, modifying and reviewing naval shipboard technical documentation is required, include the following, which could have been obtained concurrently.

- a. Six (6) years of working experience in managing integrated software and engineering projects involved in design, test, maintenance or operation shipboard or land based software systems and equipment that primarily deal with Combat systems as well as HM&E monitoring and control systems.
- b. Three (3) years working experience in engineering and logistic projects involving development maintenance of HM&E logistics technical data. Working knowledge of Command Naval Air Force, Naval Surface Warfare Center, naval shipyard, Supervisor of Shipbuilding, and Type Commanders' organizations. Working experience with these organizations is highly desirable.
- c. Six (6) years of project/ contract management related to contract execution and reporting.

TARGET EDUCATION: Bachelor's Degree in an engineering from an accredited college or university, or P.E. license.

2. SENIOR ENGINEER (Key Personnel)(one resume required)

TARGET EXPERIENCE: Ten (10) years experience in the design, testing, installation, maintenance and alteration of software systems as well as naval ship Combat Systems and HM&E systems and equipment and systems. Direct experience with developing, modifying and reviewing naval shipboard technical documentation to support projects.

Experience in the Navy's material procurement procedures. Working knowledge of Naval Sea Systems Command. Naval Surface Warfare Center, naval shipyard, Supervisor of Shipbuilding, and Type Commanders' organizations.

TARGET EDUCATION: Bachelor's degree in engineering, naval architecture, science or related technical discipline from an accredited college or university, or a PE license with the appropriate work experience in the target fields.

3. SENIOR ENGINEERING TECHNICIAN (Key Personnel)(two resumes required)

TARGET EXPERIENCE: Six (6) years practical engineering or computer experience which should include the operation, test, maintenance and repair of naval ship Combat Systems, Hull, Mechanical, Electrical, Electronic, Ordnance equipment and systems. Two (2) years experience in the preparation of original technical documentation involving the operation, maintenance or testing of naval ship Hull, Mechanical, Electrical, Electronic, equipment and systems. One (1) year experience performing and managing alteration redlines on board Naval Ships.

TARGET EDUCATION: Graduate of high school, trade or industrial school or GED equivalent.

4. LOGISTICIAN (Key Personnel)(two resumes required)

TARGET EXPERIENCE: Six (6) years experience of the Naval Logistics System.

- a. Experience in identifying material and logistic requirements for ship alteration and repair.
- b. Experience with the Navy supply and procurement systems and procedures for requisitioning and purchasing material required to support ship alterations and repairs.
- c. Experience in researching types and quantities of equipments allowed aboard ship, to include a one year

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experience in use of the Ship's Configuration and Logistic Support Control (SCLSC) database.

TARGET EDUCATION: Graduate of high school, trade or industrial school or GED equivalent.

5. Senior Systems Analyst (Key Personnel) (Two Resumes required)

TARGET EXPERIENCE: Ten (10) years as a Systems Analyst; experience must be in DOS/Windows , LINUX ,or Unix Operating Systems, Networks, and communications, as well as ship's systems. As well as same level of experience in Databases of various languages (Access, SQL, Oracle). Candidate should also demonstrate understanding of the various navy command structures (NAVSEA, NSWC, SPAWAR), and have demonstrated direct recent working relationships with NSWC's .

TARGET EDUCATION: Bachelor's Degree in Management Information Systems , Information Technology, or Information Sciences or a related field. The degree may be substituted with an A.A.S. degree and ten (10) years experience as an Analyst/Programmer in addition to the experience set forth below.

6. PROGRAMMER (Key Personnel)(two resumes required)

TARGET EXPERIENCE: Three (3) years experience in utilizing scientific programming skills with digital computer systems, information systems, data management or configuration control applications, DOS/Windows, LINUX, or Unix operating systems. Experience in using Visual Basic, Visual Studio .NET, SQL Server, SGML/XML and PDF.

TARGET EDUCATION: Associate's Degree in Computer Science, Computer Programming or Computer Operating or a minimum of four (4) years equivalent experience without degree.

Non Key Personnel

1. ENGINEER

TARGET EXPERIENCE: Six (6) years experience in the design, testing, installation and maintenance of naval ship Combat Systems and Hull, Mechanical, Electrical, Electronic, Ordnance equipment and systems, including experience in all stages of the engineering process from initial design through production alterations. Direct experience with developing, modifying and reviewing naval shipboard technical documentation.

MINIMUM EDUCATION: Bachelor's Degree in engineering (mechanical, electrical, electronics, marine, or naval/marine engineering) from an accredited college or university or P.E. license.

2. PROJECT ENGINEER

TARGET EXPERIENCE: Six (6) years experience in design, operation, maintenance, and testing of Naval Ship Combat Systems and Naval Ships Hull and Deck Machinery Systems and Equipment; working knowledge of Navy data systems, and knowledge of Navy Procedures for establishing and maintaining equipment maintenance requirements. Direct experience with developing, modifying and reviewing naval shipboard technical documentation. Three (3) years project engineering experience in maintenance, repair, testing, installation or alteration of naval ship systems.

MINIMUM EDUCATION: Engineering or Science Degree or six (6) years experience managing engineering projects in lieu of Engineering or Science Degree.

3. JUNIOR ENGINEER

TARGET EXPERIENCE: One (1) year of experience in design, operation, maintenance, and testing of Naval Ship Combat Systems and Naval Ships Hull and Deck Machinery Systems and Equipment; working knowledge of Navy data systems, and knowledge of Navy Procedures for establishing and maintaining equipment maintenance requirements.

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MINIMUM EDUCATION: Bachelor's Degree in Engineering (Mechanical, Electrical, Civil, Marine) or math and science from an accredited college or university, or possession of a Fundamentals of Engineering (FE) license.

4. ENGINEERING TECHNICIAN

TARGET EXPERIENCE: Four (4) years practical engineering experience in the operation, test and maintenance of naval ship Combat Systems, Hull, Mechanical, Electrical, Electronic, equipment and systems. Experience in the use of naval ship blueprint and technical manual drawings to produce artwork suitable for inclusion in documentation.

MINIMUM EDUCATION: Graduate of high school, trade or industrial school or GED equivalent.

5. ELECTRONICS TECHNICIAN

TARGET EXPERIENCE: Four (4) years practical electronics engineering experience in the operation, test and maintenance of naval ship Combat Systems, Hull, Mechanical, Electrical, Electronic, equipment and systems. Experience in the use of naval ship blueprint and technical manual drawings to produce artwork suitable for inclusion in documentation.

MINIMUM EDUCATION: Graduate of high school, trade or industrial school or GED equivalent.

6. QUALITY ASSURANCE MANAGER

TARGET EXPERIENCE: Five (5) years experience in managing and performing quality assurance and control inspections on naval ship software including Combat Systems, Hull, Mechanical, Electrical, Electronic, systems for specification and engineering drawing requirement compliance and also software based systems. Seven (7) years shop experience required which has provided a practical knowledge of quality assurance programs for software programs and engineering systems, quality control inspection systems, and machining skills and a detailed knowledge of shop procedures, processes, methods and techniques. Experience more relevant to naval technical documentation.

MINIMUM EDUCATION: Graduate of high school, trade, or industrial school or GED equivalent.

7. QUALITY ASSURANCE SPECIALIST

TARGET EXPERIENCE: Three (3) years experience in performing quality assurance and control inspections on naval ship software including Combat Systems, Hull, Mechanical, Electrical, Electronic, systems for specification and engineering drawing requirement compliance and also software based systems. Five (5) years shop experience required which has provided a practical knowledge of quality assurance programs for software programs and engineering systems, quality control inspection systems, and machining skills and a detailed knowledge of shop procedures, processes, methods and techniques. Experience more relevant to naval technical documentation.

MINIMUM EDUCATION: Graduate of high school, trade, or industrial school or GED equivalent.

8. SYSTEMS ENGINEER

TARGET EXPERIENCE: Five (5) years experience in designing computer systems, integrating computer hardware and software, and building computers or designing network systems. Extensive knowledge of microcomputers and Local Area Networks.

MINIMUM EDUCATION: Bachelor of Science degree in Computer Science, engineering, information technology, or a related field.

9. SYSTEMS ANALYST

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TARGET EXPERIENCE: Four (4) years as a Systems Analyst; experience must be in DOS/Windows , LINUX ,or Unix Operating Systems. As well as same level of experience in Databases of various languages (Access, SQL, Oracle)

MINIMUM EDUCATION: Bachelor's Degree in Management Information Systems , Information Technology, or Information Sciences or a related field. The degree may be substituted with an A.A.S. degree and four (4) years experience as an Analyst/Programmer in addition to the experience set forth below.

10. PROGRAM ANALYST

TARGET EXPERIENCE: Two (2) years as a Program Analyst; experience should be in DOS/Windows , LINUX or Unix Operating Systems. As well as experience in Databases of various languages (Access, SQL, Oracle)

MINIMUM EDUCATION: Bachelor's Degree in Management Information Systems or a related field. The degree may be substituted with an A.A.S. degree and two (2) years experience as a Programmer in addition to the experience set forth above.

11. CAD/CAM OPERATOR

TARGET EXPERIENCE: One (1) year of experience including use of AUTOCAD Release 10 and 12. One (1) year of experience including use of ISODRAW Release 5.0.

MINIMUM EDUCATION: High school diploma and three (3) years of experience developing and revising engineering drawings for shipboard systems. Graduation from an accredited technical, vocational, or apprentice school drafting program may be substituted for up to two (2) years of experience.

12. ENGINEERING AIDE

TARGET EXPERIENCE: Deemed to be a non professional category, individual will support the technical categories above in the execution of their work. Generally the individual will have at least one (1) year of experience in office applications (word processors , spreadsheets and databases), and support to engineering projects.

13. ADMIN/CLERK

TARGET EXPERIENCE: Individual will perform timekeeping duties and track man hours and time. In addition support the technical categories above in the execution of their work. Generally the individual will have at least one (1) year of experience in office applications (word processors , spreadsheets and databases), and support to engineering projects and administrative duties.

TARGET EDUCATION: High school diploma and one (1) year of experience performing office application work.

1. The contractor shall provide information describing their experience in technical data package support as described in SOW.
3. The contractor shall describe familiarity and experience in using SGML/XML, IGES, CGM, CALS Type IV and PDF.
4. The contractor shall demonstrate it's capability of developing a computer based training (CBT) product that can operate on an NMCI computer and be posted on the Integrated Learning Environment (ILE). The contractor must demonstrate the ability to develop a CBT at a Level 2/3 user interactivity. The ILE CBT must me all of the ILE Business rules and successfully past the ILE testing process. The CBT can be in two separate formats (2 discs).
5. The contractor shall demonstrate a working knowledge of the Interactive Computer Aided Provisioning System

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(3) If an offeror fails to identify, as part of its proposal, an indirect cost rate what would otherwise be applicable to one of the support and subcontract cost items, it shall not be allowed to invoice for the indirect rate after award since the evaluation of its offer did not include that rate.

(4) The Government will add proposed indirect costs to the support and subcontract NTE amounts specified. The order will indicate that the Task Order NTE amounts are inclusive of G&A and whatever other indirect rates the offeror has identified in its proposal, and which were considered in evaluation of that offer.

(5) If proposed indirect rates on support and subcontract costs are not consistent with DCAA information for that offeror, the proposed rates may be adjusted for realism when applied for evaluation purposes.

A table listing the Labor Categories and their associated Information Assurance Workforce Categories is as follows:

Task Area	Labor Category	Duties	IAWF Level	Baseline Cert.	OS Cert.
1.3.1.1	Systems Engineer	Support TSIMS development efforts	IAT-2	Sec+	MCITP-SA or LPIC2 or LINUX+
1.3.1.1.3	Sr Systems Analyst	ILS Support	IAT-2	Sec+	MCITP-SA or LPIC2 or LINUX+
1.3.1.1.3	Systems Analyst	ILS Support	IAT-2	Sec+	MCITP-SA or LPIC2 or LINUX+
1.3.1.1.2	Program Analyst	TDKM Support	IAT-2	Sec+	MCITP-SA or LPIC2 or LINUX+
1.3.1.1	Programmer	Support TSIMS development efforts	IAT-2	Sec+	MCITP-SA or

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					LPIC2 or LINUX+
1.3.1.1.5	Senior Engineer	Engineering Support Services	IAT-2	Sec+	MCITP-SA or LPIC2 or LINUX+

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SECTION D PACKAGING AND MARKING

HQ D-2-0008 MARKING OF REPORTS (NAVSEA) (SEP 1990)

All reports delivered by the Contractor to the Government under this contract shall prominently show on the cover of the report:

- (1) name and business address of the Contractor
- (2) contract number
- (3) task order number
- (4) sponsor: _____

(Name of Individual Sponsor)

(Name of Requiring Activity)

(City and State)

Ship all Report/Data to the following address:

Contracting Officer Representative
Timothy W Lamey, 952
4850 South 15th Street
Philadelphia, PA 19112
timothy.lamey@navy.mil
215-897-1365

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

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SECTION E INSPECTION AND ACCEPTANCE

Inspection and Acceptance will be performed by the Task Order Manager, Timothy Lamey, Code 952, NSWCCD.

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SECTION F DELIVERABLES OR PERFORMANCE

CLIN - DELIVERIES OR PERFORMANCE

The Period of Performance is as follows:

CLINs 4000 and 6000- Base Period: Date of Award to 12 months After Date of Contract (ADC)

CLINs 4100 and 6100 - Option Period: 12 months to 24 months ADC

CLINs 4200 and 6200 - Option Period: 24 months to 36 months ADC

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SECTION G CONTRACT ADMINISTRATION DATA

Task Order Manager
Timothy W Lamey, 952
4850 South 15th Street
Philadelphia, PA 19112
timothy.lamey@navy.mil
215-897-1365

HQ G-2-0007 INVOICE INSTRUCTIONS (NAVSEA) (JAN 2008)

(a) In accordance with the clause of this contract entitled "ELECTRONIC SUBMISSION OF PAYMENT REQUESTS" (DFARS 252.232-7003), the Naval Sea Systems Command (NAVSEA) will utilize the DoD Wide Area Workflow Receipt and Acceptance (WAWF) system to accept supplies/services delivered under this contract. This web-based system located at <https://wawf.eb.mil> provides the technology for government contractors and authorized Department of Defense (DoD) personnel to generate, capture and process receipt and payment-related documentation in a paperless environment. Invoices for supplies/services rendered under this contract shall be submitted electronically through WAWF. Submission of hard copy DD250/invoices may no longer be accepted for payment.

(b) It is recommended that the person in your company designated as the Central Contractor Registration (CCR) Electronic Business (EB) Point of Contact and anyone responsible for the submission of invoices, use the online training system for WAWF at <http://wawftraining.com>. The Vendor, Group Administrator (GAM), and sections marked with an asterisk in the training system should be reviewed. Vendor Quick Reference Guides also are available at <http://acquisition.navy.mil/navyaos/content/view/full/3521/>. The most useful guides are "Getting Started for Vendors" and "WAWF Vendor Guide".

(c) The designated CCR EB point of contact is responsible for activating the company's CAGE code on WAWF by calling 1-866-618-5988. Once the company is activated, the CCR EB point of contact will self-register under the company's CAGE code on WAWF and follow the instructions for a group administrator. After the company is set-up on WAWF, any additional persons responsible for submitting invoices must self-register under the company's CAGE code at <https://wawf.eb.mil>.

(d) The contractor shall use the following document types, DODAAC codes and inspection and acceptance locations when submitting invoices in WAWF:

Type of Document (*contracting officer check all that apply*)

- Invoice (FFP Supply & Service)
- Invoice and Receiving Report Combo (FFP Supply)
- Invoice as 2-in-1 (FFP Service Only)
- Cost Voucher (Cost Reimbursable, T&M , LH, or FPI)
- Receiving Report (FFP, DD250 Only)

DODAAC Codes and Inspection and Acceptance Locations (*contracting officer complete appropriate*)

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information as applicable)

Issue DODAAC	<u>N65540</u>
Admin DODAAC	<u>S2404A</u>
Pay Office DODAAC	<u>HQ0338</u>
Inspector DODAAC	<u>N/A</u>
Service Acceptor DODAAC	<u>N65540</u>
Service Approver DODAAC	<u>N/A</u>
Ship To DODAAC	<u>See Section F</u>
DCAA Auditor DODAAC	<u>HAA47B</u>
LPO DODAAC	<u>N/A</u>
Inspection Location	<u>See Section E</u>
Acceptance Location	<u>See Section E</u>

Attachments created in any Microsoft Office product may be attached to the WAWF invoice, e.g., backup documentation, timesheets, etc. Maximum limit for size of each file is 2 megabytes. Maximum limit for size of files per invoice is 5 megabytes.

(e) Before closing out of an invoice session in WAWF, but after submitting the document(s), you will be prompted to send additional email notifications. Click on "Send More Email Notification" and add the acceptor/receiver email addresses noted below in the first email address block, and add any other additional email addresses desired in the following blocks. This additional notification to the government is important to ensure that the acceptor/receiver is aware that the invoice documents have been submitted into WAWF.

Send Additional Email Notification To:
timothy.lamey@navy.mil

(f) The contractor shall submit invoices/cost vouchers for payment per contract terms and the government shall process invoices/cost vouchers for payment per contract terms. Contractors approved by DCAA for direct billing will submit cost vouchers directly to DFAS via WAWF. Final voucher submission will be approved by the ACO.

(g) The WAWF system has not yet been implemented on some Navy programs; therefore, upon written concurrence from the cognizant Procuring Contracting Officer, the Contractor is authorized to use DFAS's WInS for electronic end to end invoicing until the functionality of WInS has been incorporated into WAWF.

(h) If you have any questions regarding WAWF, please contact the WAWF helpdesk at the above 1-866 number or the NSWCCD WAWF point of contact at (301) 227-5419.

(End of Clause)

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SEA 5252.216-9122 LEVEL OF EFFORT (DEC 2000)

(a) The Contractor agrees to provide the total level of effort specified in the next sentence in performance of the work described in Sections B and C of this contract. The total level of effort for the performance of this contract shall be 243,170 total man-hours of direct labor, including subcontractor direct labor for those subcontractors specifically identified in the Contractor's proposal as having hours included in the proposed level of effort.

(b) Of the total man-hours of direct labor set forth above, it is estimated that 0 man-hours are uncompensated effort.

Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. All other effort is defined as compensated effort. If no effort is indicated in the first sentence of this paragraph, uncompensated effort performed by the Contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

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

(d) The level of effort for this contract shall be expended at an average rate of approximately 935.33 hours per week. It is understood and agreed that the rate of man-hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total man-hours of effort prior to the expiration of the term hereof, except as provided in the following paragraph.

(e) If, during the term hereof, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total man hours of effort specified above would be used prior to the expiration of the term, the Contractor shall notify the Contracting Officer in writing setting forth the acceleration required, the probable benefits which would result, and an offer to undertake the acceleration at no increase in the estimated cost or fee together with an offer, setting forth a proposed level of effort, cost breakdown, and proposed fee, for continuation of the work until expiration of the term hereof. The offer shall provide that the work proposed will be subject to the terms and conditions of this contract and any additions or changes required by then current law, regulations, or directives, and that the offer, with a written notice of acceptance by the Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Contracting Officer. Any agreement to accelerate will be formalized by contract modification.

(f) The Contracting Officer may, by written order, direct the Contractor to accelerate the expenditure of direct labor such that the total man hours of effort specified in paragraph (a) above would be used prior to the expiration of the term. This order shall specify the acceleration required and the resulting revised term. The Contractor shall acknowledge this order within five days of receipt.

(g) If the total level of effort specified in paragraph (a) above is not provided by the Contractor during the period of this contract, the Contracting Officer, at its sole discretion, shall either (i) reduce the fee of this contract as follows:

Fee Reduction = Fee x ((Required LOE minus Expended LOE)divided by Required LOE)

or (ii) subject to the provisions of the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable, require the Contractor to continue to perform the work until the total number of man hours of direct labor specified in paragraph (a) above shall have been expended, at no increase in the fee of this contract.

(h) The Contractor shall provide and maintain an accounting system, acceptable to the Administrative Contracting Officer and the Defense Contract Audit Agency (DCAA), which collects costs incurred and effort (compensated and uncompensated, if any) provided in fulfillment of the level of effort obligations of this contract. The Contractor shall indicate on each invoice the total level of effort claimed during the period covered by the

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invoice, separately identifying compensated effort and uncompensated effort, if any.

(i) Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Contracting Officer with copies to the cognizant Contract Administration Office and to the DCAA office to which vouchers are submitted: (1) the total number of man hours of direct labor expended during the applicable period; (2) a breakdown of this total showing the number of man hours expended in each direct labor classification and associated direct and indirect costs; (3) a breakdown of other costs incurred; and (4) the Contractor's estimate of the total allowable cost incurred under the contract for the period. Within 45 days after completion of the work under the contract, the Contractor shall submit, in addition, in the case of a cost underrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds and, in the case of an underrun in hours specified as the total level of effort; and (6) a calculation of the appropriate fee reduction in accordance with this clause. All submissions shall include subcontractor information.

(j) Notwithstanding any of the provisions in the above paragraphs, the Contractor may furnish man hours up to five percent in excess of the total man hours specified in paragraph (a) above, provided that the additional effort is furnished within the term hereof, and provided further that no increase in the estimated cost or fee is required.

(End of Clause)

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Accounting Data
SLINID  PR Number          Amount
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400001  1300260822             ██████████
LLA :
AA 1721804 70BA 257 00070 R 045924 2D XK3195 0007023195KD
Standard Number: N0007012WXX3195/AA
See TI# 01

600001  1300260855             ██████████
LLA :
AA 1721804 70BA 257 00070 R 045924 2D XK3195 0007023195KD
Standard Number: N0007012WXX3195/AA
See TI# 01

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BASE Funding ██████████
Cumulative Funding ██████████

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SECTION H SPECIAL CONTRACT REQUIREMENTS

H-5 Task Order Process.

Ombudsman Description.

In accordance with FAR 16.505(a)(9), no protest under FAR Subpart 33.1 is authorized in connection with PCO decisions regarding fair opportunity or the issuance of a TO under this contract, except for a protest on the grounds that a TO increases the scope, period, or maximum value of the contract. The Local Warfare Center Site Deputy for Small Business has been designated as the NAVSEA and related Program Executive Offices Ombudsman for this contract. The NSWCCD Ombudsman will review complaints from the contractors and ensure that all contractors are afforded a fair opportunity to be considered, consistent with the procedures in the contract. Complaints to the NSWCCD Ombudsman must be forwarded to:

Ms. Irene Katakinski
 Email: irene.katakinski@navy.mil
 Telephone: 215-897-7596

CAR-H09 Performance-Based Acquisition Evaluation Procedures for a SeaPort e Task Order (MAR 2006)
 (NSWCCD)

(a) Introduction: The contractor's performance on this task order will be evaluated by the Government, in accordance with this task order clause. The first evaluation will cover the period ending twelve months after the date of task order award with successive evaluations being performed for each twelve-month period thereafter until the contractor completes performance under the task order. Based on the evaluation results, the PCO will assign an overall performance rating in accordance with paragraph (b) of this clause. The purpose of the evaluation is to determine remedies that may be invoked due to "Unsatisfactory" performance. If the PCO assigns an "Unsatisfactory" performance rating for the period evaluated, the PCO may take unilateral action, in accordance with clause 52.246-5 entitled "Inspection of Services-Cost Reimbursement", dated Apr 1984, in Section E of the base contract, to provide for a fee reduction covering the performance period evaluated. This clause provides the basis for evaluation of the contractor's performance and for determining if the fee amount should be reduced due to "Unsatisfactory" performance.

(b) Performance Ratings: The Government will evaluate the contractor's performance of the Statement of Work under the task order for each twelve month period of performance, using the measurable performance standards set forth in the Performance Requirements Summary Table in the SOW, or elsewhere in the task order, and the PCO will assign one of the following ratings:

- (1) Excellent
- (2) Very Good
- (3) Satisfactory
- (4) Unsatisfactory

The standards associated with these ratings are given in the following Table 1.

Table 1: Overall Performance Ratings

For The Evaluation Period

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Overall Performance Rating	Standard
Excellent	“Excellent” ratings for all performance evaluation criteria.
Very Good	A combination of “Excellent” and “Satisfactory” ratings determined by the PCO to exceed Satisfactory” overall.
Satisfactory	A minimum of “Satisfactory” ratings for all performance evaluation criteria.
Unsatisfactory	A rating of “Unsatisfactory” for one or more performance evaluation criteria.

(c) Evaluation Objective: The purpose of the evaluation and the inclusion of a remedy to the Government for unsatisfactory contractor performance under this task order is to ensure that the Government receives at least “Satisfactory” overall performance.

(d) Performance Evaluation Criteria: The contractor’s performance will be evaluated on an annual basis using the criteria and standards provided for each task objective in the Performance Requirements Summary Table, and considering the criterion in Tables 2 through 4 of this task order clause.

(e) Organization: The performance evaluation organization consists of the Procuring Contracting Officer (PCO), who will serve as the Evaluation Official, and the Task Order Manager (ToM).

(1) ToM: The ToM will provide ongoing performance monitoring, evaluate task performance based on the task order Performance Requirements Summary, prepare the evaluation report, including a recommended overall performance rating, and submit the report to the PCO for final decision within thirty days after the end of the evaluation period. The ToM will maintain the written records of the contractor’s performance so that a fair and accurate evaluation is made.

(2) Procuring Contracting Officer (PCO): The PCO is responsible for properly administering the performance evaluation process, maintaining the official performance evaluation file, and making the decision about the overall performance rating and whether to reduce the fee if performance is rated as unsatisfactory.

(f) Evaluation Schedule: Each performance evaluation will cover the previous twelve months of performance. The Government will evaluate all work under the task order performed by the contractor during the twelve-month period. Following each evaluation period, the PCO (or Contract Specialist if so designated by the PCO) and the ToM will hold a meeting with the contractor’s Senior Technical Representative to review performance under the task order during the previous twelve months, including overall trends, specific problem areas, if any, and their resolution. Other Government and contractor personnel may also participate as deemed appropriate.

(g) Contractor’s Self-Evaluation: The contractor may also submit a Self-Evaluation Report for consideration. The report must include an overall performance rating for the task order, covering the evaluation period, and may include whatever information the contractor deems relevant to support that rating. The report shall not exceed two (2) pages in length.

(h) Performance Evaluation: The PCO will make the decision on the overall performance rating for the work performed under the task order within thirty days after receipt of the evaluation report from the ToM. The decision will be based upon the ToM’s recommendations, the contractor’s comments, including any Self-Evaluation Report, and any other information deemed relevant by the PCO. The PCO shall resolve disagreements between the ToM’s recommendations and the contractor’s comments/report regarding the evaluation. The PCO will provide a copy of the evaluation report, including the overall rating, to the contractor within five working days after completion of the evaluation.

(i) Contractor’s Review of the Evaluation Report: Contractors shall be given a minimum of 15 calendar days to submit comments, rebut statements, or provide additional information. The PCO shall consider the contractor’s submission and respond as appropriate. Although the PCO will consider the contractor’s comments, rebuttals, or additional information, the PCO may, or may not, change the overall rating. The decision to change the rating based on contractor input at this stage is solely at the discretion of the PCO.

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(j) This performance evaluation does not replace any other requirement for evaluating contractor performance that may be required by the base contract, such as a Contractor Performance Assessment Reporting System (CPARS) report, or a Task Order Performance Evaluation (TOPE).

TABLE 2: TASK PERFORMANCE EVALUATION CRITERIA AND STANDARDS

Criterion	UNSATISFACTORY	SATISFACTORY	EXCELLENT
Task Performance	Work product fails to meet Acceptable Quality Levels (AQLs) defined in Performance Requirements Summary Table (see SOW or elsewhere in the Task Order).	Work product routinely meets Acceptable Quality Levels (AQLs) defined in Performance Requirements Summary Table (see SOW or elsewhere in the Task Order).	Work product frequently exceeds Acceptable Quality Levels (AQLs) defined in Performance Requirements Summary Table (see SOW or elsewhere in the Task Order).
Staffing	Contractor provides marginally qualified or unqualified personnel. Lapses in coverage occur regularly.	Contractor provides qualified personnel. Lapses in coverage may occasionally occur and are managed per individual task order policy.	Contractor provides highly qualified personnel. Contractor reassigns personnel to ensure proper coverage. Actual lapses in coverage occur very rarely, if ever, and are managed per individual task order policy. Contractor ensures staff training remains current.
Timeliness	Contractor frequently misses deadlines, schedules, or is slow to respond to government requests or is non-responsive to government requests.	Contractor routinely meets deadlines, schedules, and responds quickly to government requests.	Contractor always meets deadlines, schedules, and responds immediately to government requests.
Customer Satisfaction	Fails to meet customer expectations	Meets customer expectations.	Exceeds customer expectations.

TABLE 3: CONTRACT MANAGEMENT PERFORMANCE EVALUATION CRITERIA AND STANDARDS

CRITERION	UNSATISFACTORY	SATISFACTORY	EXCELLENT
Problem Resolution	Problems are unresolved, repetitive, or take excessive government effort to resolve.	Problems are resolved quickly with minimal government involvement.	Problems are non-existent or the contractor takes corrective action without government involvement.
Responsiveness	Contractor's management is unresponsive to government requests and concerns.	Contractor's management is responsive to government requests and concerns.	Contractor's management takes proactive approach in dealing with government representatives and anticipates Government concerns.
Communications	Contractor often fails to communicate with government in an effective and timely manner.	Contractor routinely communicates with government in an effective and timely manner.	Contractor takes a proactive approach such that communications are almost always clear, effective, and timely.

TABLE 4: COST EFFICIENCY PERFORMANCE EVALUATION CRITERIA AND STANDARDS

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CRITERION	UNSATISFACTORY	SATISFACTORY	EXCELLENT
CostManagement	Contractor routinely fails to complete the effort within the originally agreed to estimated cost, i.e. cost overruns frequently occur.	Contractor routinely completes the effort within the originally agreed to estimated cost. Contractor provides measures for controlling all costs at estimated costs. Funds and resources are generally used in a cost-effective manner. No major resource management problems are apparent.	Reductions in direct costs to the Government below contract estimated costs are noteworthy. Contractor provides detailed cost analysis and recommendations to Government for resolution of problems identified. Funds and resources are optimally used to provide the maximum benefit for the funds and resources available. Documented savings are apparent.
CostReporting	Reports are generally late, inaccurate incomplete or unclear.	Reports are timely, accurate, complete and clearly written. Problems and/or trends are addressed, and an analysis is also submitted.	Reports are clear, accurate, and pro-active. Problems and/or trends are addressed thoroughly, and the contractor's recommendations and/or corrective plans are implemented and effective.

See Attachment CAR-H10 PERFORMANCE REQUIREMENTS SUMMARY TABLE

CAR H11 – CONTRACTOR PERSONNEL SECURITY REQUIREMENTS (JAN 2010)

a. In accordance with SECNAV M-5510.30 Chapters 5 and 6, all Contractor personnel that require access to Department of Navy (DON) information systems and/or work on-site are designated Non-Critical Sensitive/IT-II positions, which require an open investigation or favorable adjudicated National Agency Check (NACLC) by the Industrial Security Clearance Office (DISCO). Investigations should be completed using the SF- 85 Form and the SF-87 finger print card. An interim clearance can be granted by the company Security Officer and recorded in the Joint Personnel Adjudication System (JPAS). An open investigation or favorable adjudication is required prior to issuance of a Common Access Card (CAC) card or a badge providing access to NSWCCD sites and buildings. If an unfavorable adjudication is determined by DISCO all access will terminated.

b. Within 30 days after contract award, the Contractor shall submit a list of all Contractor personnel, including subcontractor employees, who will have access to DON information systems and/or work on-site at one of the NSWCCD sites. The Contractor shall e-mail acquisition.nswccd.fct@navy.mil to obtain the excel file that outlines the required format and content of the list. The Contractor will provide each employee's first name, last name, contract number, the NSWCCD technical code, work location, whether or not the employee has a CAC card and/or swipe card, the systems the employee can access (i.e., NMCI, RDT&E), and the name of the Contractor's local point of contact, phone number and email address. The excel file shall be submitted via email to acquisition.nswccd.fct@navy.mil and the Contracting Officer's Representative (COR) or Task Order Manager (TOM). Throughout the period of performance of the contract, the Contractor shall immediately provide an updated spreadsheet to acquisition.nswccd.fct@navy.mil and the COR/TOM when any Contractor personnel changes occur.

OPTION TO EXTEND THE TERM OF THE TASK ORDER

(a) The Government may extend the term of this task order under option CLINs/SUBCLINs by written notice to the Contractor 5 days before expiration of Task Order: provided, that the Government gives the Contractor a preliminary written notice of its intent to exercise the option(s) at least thirty days before the task order expires. The preliminary notice does not commit the Government to an extension.

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

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SECTION I CONTRACT CLAUSES

CAR-I18 TECHNICAL INSTRUCTIONS (DEC 2001)

(a) Performance of the work hereunder may be subject to written technical instructions signed by the Task Order Manager. As used herein, technical instructions are defined to include the following:

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

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

(b) Technical instructions must be within the general scope of work stated in the task order. Technical instructions may not be used to :

(1) assign additional work under the task order;

(2) direct a change as defined in the "Changes" clause of the base contract;

(3) increase or decrease the contract price or estimated amount (including fee), as applicable,

the level of effort, or the time required for task order performance; or

(4) change any of the terms, conditions or specifications of the task order.

(c) If, in the opinion of the Contractor, any technical instruction calls for effort outside the scope of the task order

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

(d) Nothing in the paragraph (c) of this clause shall be construed to excuse the Contractor from performing that portion of the task order statement of work which is not affected by the disputed technical instruction.

(End of Clause)

CAR-C02 ON-SITE ENVIRONMENTAL AWARENESS (AUG 2009)

(a) The contractor shall strictly adhere to Federal Occupational Safety and Health Agency (OSHA) Regulations, Environmental Protection Agency (EPA) Regulations, and all applicable state and local requirements.

(b) The contractor shall ensure that each contractor employee reads the document entitled, "Carderock Division Environmental Policy and Commitment" within 30 days of commencing performance at NSWCCD-SSES. This document is available at

[https://crbewebappdev.dt.navy.mil/intranet/documents/policy/Environmental Policy.pdf](https://crbewebappdev.dt.navy.mil/intranet/documents/policy/Environmental%20Policy.pdf)

(c) The contractor shall ensure that each contractor employee who will be resident at NSWCCD-SSES completes the Environmental Management System (EMS) Awareness training within 30 days of commencing performance at NSWCCD-SSES. This document is available at

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[https://crbewebappdev.dt.navy.mil/intranet/esh/documents/Contractor EMS Awareness Training.doc](https://crbewebappdev.dt.navy.mil/intranet/esh/documents/Contractor%20EMS%20Awareness%20Training.doc)

(d) The Contractor shall certify by e-mail to Paul Breeden/Code 023 (paul.breeden@navy.mil) that on-site employees have read the “Carderock Division Environmental Policy and Commitment” and taken the Environmental Management System (EMS) Awareness training within 30 days of commencing performance at NSWCCD-SSES. The e-mail shall include the employee name, work site, and contract number.

CAR-C03 ON-SITE SAFETY AWARENESS (AUG 2009)

(a) The contractor shall strictly adhere to Federal Occupational Safety and Health Agency (OSHA) Regulations, Environmental Protection Agency (EPA) Regulations, and all applicable state and local requirements.

(b) The contractor shall ensure that each contractor employee reads the document entitled, “Carderock Division Occupational Safety and Health Policy Statement” within 30 days of commencing performance at NSWCCD-SSES. This document is available at:

<https://crbewebappdev.dt.navy.mil/intranet/documents/policy/OccupationalSafety.pdf>

(c) The contractor shall ensure that each contractor employee who will be resident at NSWCCD-SSES completes the Voluntary Protection Program (VPP) Awareness Training within 30 days of commencing performance at NSWCCD-SSES. This document is available at:

[https://crbewebappdev.dt.navy.mil/intranet/esh/documents/VPP Awareness Training for Contractors.doc](https://crbewebappdev.dt.navy.mil/intranet/esh/documents/VPP%20Awareness%20Training%20for%20Contractors.doc)

(d) The Contractor shall certify by e-mail to Thomas Egan/Code 022 (thomas.egan@navy.mil) that employees have read the “Carderock Division Occupational Safety and Health Policy Statement” and taken the Voluntary Protection Program (VPP) awareness training within 30 days of commencing performance at NSWCCD-SSES. The e-mail shall include the employees name, work site, and contract number.

(e) The contractor shall submit their OSHA 300 Logs (injury/illness rates) within 30 days of commencing performance at NSWCCD-SSES for review by the Safety Office (Code 022). If a contractor’s injury/illness rates are above the Bureau of Labor Statistics industry standards, a safety assessment will be performed by Code 022 to determine if any administrative or engineering controls can be utilized to prevent further injuries/illnesses, or if any additional PPE or training will be required.

(f) The contractor shall post their OSHA 300 Logs in a conspicuous place where employee notices are customarily posted immediately upon commencing performance at NSWCCD-SSES.

(g) Applicable contractors shall submit Total Case Incident Rate (TCIR) and Days Away, Restricted and Transfer (DART) rates for the past three years within 30 days of commencing performance at NSWCCD-SSES for review by the Safety Office (Code 022). A contractor meets the definition of applicable if its employees worked 1,000 hours or more in any calendar quarter on site and were not directly supervised in day-to-day activities by the

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command.

(h) The contractor shall report all work-related injuries/illnesses that occurred while working at NSWCCD-SSES to the Safety Office (Code 022).

(i) The contractor shall ensure that all contractor work at NSWCCD-SSES is in accordance with the Occupational Safety and Health (OSH) Program Manual (NAVSSSESINST 5100.14). The OSH Program Manual is available at:

<https://crbewebappdev.dt.navy.mil/intranet/instr/s5100-14g.htm>

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 \$_____ 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

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additional personnel.

* Insert either "zero" or the dollar amount agreed to during negotiations. The inserted figure does not apply to the exceptions in paragraph (a)(1) through (a)(4) of the clause.(End of Clause)

**252.239-7001 INFORMATION ASSURANCE CONTRACTOR TRAINING AND CERTIFICATION
(JAN 2008)**

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SECTION J LIST OF ATTACHMENTS

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PERFORMANCE TABLE

COST SUMMARY SPREADSHEET