

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

J

PAGE OF PAGES

1

3

2. AMENDMENT/MODIFICATION NO.

P00003

3. EFFECTIVE DATE

14-Jun-2018

4. REQUISITION/PURCHASE REQ. NO.

N4027318RC012AD

5. PROJECT NO. (If applicable)

N/A

6. ISSUED BY

CODE

N00189

7. ADMINISTERED BY (If other than Item 6)

CODE

S0514A

NAVSUP FLC Norfolk, Code 200

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Norfolk VA 23511-3392

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DCMA SAN DIEGO

9174 Sky Park Court, Suite 100

SAN DIEGO CA 92123-4353

SCD: C

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

R3 Strategic Support Group

1050 B Avenue, Suite A

Coronado CA 92118

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.

N00178-11-D-6661 / N0018918F3003

10B. DATED (SEE ITEM 13)

24-Jan-2018

CAGE CODE

4WRF7

FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

SEE SECTION G

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

(*) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.243-2

D. OTHER (Specify type of modification and authority)

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

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

SEE PAGE 2

15A. NAME AND TITLE OF SIGNER (Type or print)

James R. Loiselle, Director of Contracts

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

Ricky E Jennings, Contracting Officer

15B. CONTRACTOR/OFFEROR

/s/James R. Loiselle

(Signature of person authorized to sign)

15C. DATE SIGNED

13-Jun-2018

16B. UNITED STATES OF AMERICA

BY /s/Ricky E Jennings

(Signature of Contracting Officer)

16C. DATE SIGNED

14-Jun-2018

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (Rev. 10-83)

Prescribed by GSA

FAR (48 CFR) 53.243

GENERAL INFORMATION

Accordingly, said Task Order is modified as follows:

I. The purpose of this modification is to revise the Performance Work Statement (PWS) to include realigning contractor manpower supporting EOD Dive Systems under an unified effort with no growth of contractor personnel; and two additional FTEs to support the expeditionary logistics overhaul/warehouse functions and adding a task for supporting Expeditionary Mine Countermeasure (ExMCM) Table of Allowance (TOA) to the current base year, option periods one through four, and FAR 52.217-8 six (6) month extension.

II. In addition; Other than Direct Costs (ODCs) will increase Random Drug Testing CLIN 9001 from [REDACTED] to [REDACTED], and adding Clothing Allowance with Replacements CLIN 9003 in the amount of [REDACTED] for option periods one through four & FAR 52.217-8 (6 month) will be in the amount of [REDACTED] in accordance with the established Performance Work Statement (PWS) of this order.

III. Travel CLIN 9000 will be increased from [REDACTED] to [REDACTED] and funding will be added in the amount of [REDACTED].

IV. All other contract terms and conditions remain unchanged. A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

9001 :

From: AA 1781804 60CC 252 4582A D 060951 2D C012AD

To: AA 1781804 60CC 252 4582A D 060951 2D C012AD 40273837MGAQ

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

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
8001	O&MN,N	[REDACTED]	[REDACTED]	[REDACTED]
9000	O&MN,N	[REDACTED]	[REDACTED]	[REDACTED]
9001	O&MN,N	[REDACTED]	[REDACTED]	[REDACTED]
9003	O&MN,N	[REDACTED]	[REDACTED]	[REDACTED]

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

CLIN/SLIN	From (\$)	By (\$)	To (\$)
8001	[REDACTED]	[REDACTED]	[REDACTED]
9000	[REDACTED]	[REDACTED]	[REDACTED]
9001	[REDACTED]	[REDACTED]	[REDACTED]
9003	[REDACTED]	[REDACTED]	[REDACTED]

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

CLIN/SLIN	From	To
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8001	6/17/2018 - 2/16/2019
9003	2/17/2018 - 2/16/2019
9103	2/17/2019 - 2/16/2020
9203	2/17/2020 - 2/16/2021
9303	2/17/2021 - 2/16/2022
9403	2/17/2022 - 2/16/2023
9503	2/17/2023 - 8/16/2023

SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	PSC	Supplies/Services	Qty	Unit	Unit Price	Total Price
8000	R425	Base Year Labor in accordance with the Performance Work Statement (O&MN,N)	12.0	MO	██████████	██████████
800001	R425	(O&MN,N)				
8001	R425	Base Year Labor in accordance with the Performance Work Statement (O&MN,N)	9.0	MO	██████████	██████████
8100	R425	Option Year 1 Labor in accordance with the Performance Work Statement (O&MN,N) Option	12.0	MO	██████████	██████████
8200	R425	Option Year 2 Labor in accordance with the Performance Work Statement (O&MN,N) Option	12.0	MO	██████████	██████████
8300	R425	Option Year 3 Labor in accordance with the Performance Work Statement (O&MN,N) Option	12.0	MO	██████████	██████████
8400	R425	Option Year 4 Labor in accordance with the Performance Work Statement (O&MN,N) Option	12.0	MO	██████████	██████████
8500	R425	FAR 52.217-8 Labor in accordance with the Performance Work Statement (O&MN,N) Option	6.0	MO	██████████	██████████

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9000	R425	Base Year Travel: all travel must be in accordance with the Federal Travel Regulations and Performance Work Statement. Not to Exceed (NTE) ██████████ (O&MN,N)	1.0	LO	██████████
9001	R425	Base Year Other Direct Costs - Random Drug Testing. Not to Exceed (NTE) ██████████ (O&MN,N)	1.0	LO	██████████
9002	R425	Base Year Other Direct Costs - Emergent Tasking (Overtime). Not to Exceed (NTE) ██████████ (O&MN,N)	1.0	LO	██████████
9003	R425	Base Year Other Direct Costs - Clothing Allowance with Replacements (O&MN,N)	1.0	LO	██████████
9100	R425	Option Year 1 Travel: all travel must be in accordance with the Federal Travel Regulations and Performance Work Statement. Not to Exceed (NTE) ██████████ (O&MN,N) Option	1.0	LO	██████████

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9101	R425	Option Year 1 Other Direct Costs - Random Drug Testing. Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9102	R425	Option Year 1 Other Direct Costs - Emergent Tasking (Overtime). Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9103	R425	Option Year 1 Other Direct Costs - Clothing Allowance with Replacements (O&MN,N) Option	1.0	LO	[REDACTED]
9200	R425	Option Year 2 Travel: all travel must be in accordance with the Federal Travel Regulations and Performance Work Statement. Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9201	R425	Option Year 2 Other Direct Costs - Random Drug Testing. Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9202	R425	Option Year 2 Other Direct Costs - Emergent Tasking (Overtime). Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9203	R425	Option Year 2 Other Direct Costs - Clothing Allowance with Replacements (O&MN,N) Option	1.0	LO	[REDACTED]
9300	R425	Option Year 3 Travel: all travel must be in accordance with the Federal Travel Regulations and Performance Work Statement. Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9301	R425	Option Year 3 Other Direct Costs - Random Drug Testing. Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9302	R425	Option Year 3 Other Direct Costs - Emergent Tasking (Overtime). Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9303	R425	Option Year 3 Other Direct Costs - Clothing Allowance with Replacements (O&MN,N) Option	1.0	LO	[REDACTED]
9400	R425	Option Year 4 Travel: all travel must be in accordance with the Federal Travel Regulations and Performance Work Statement. Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9401	R425	Option Year 4 Other Direct Costs - Random Drug Testing. Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9402	R425	Option Year 4 Other Direct Costs - Emergent Tasking (Overtime). Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9403	R425	Option Year 4 Other Direct Costs - Clothing Allowance with Replacements (O&MN,N) Option	1.0	LO	[REDACTED]
9500	R425	FAR 52.217-8 Travel: all travel must be in accordance with the Federal Travel Regulations and Performance Work Statement. Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9501	R425	FAR 52.217-8 Other Direct Costs - Random Drug Testing. Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9502	R425	FAR 52.217-8 Other Direct Costs - Emergent Tasking (Overtime). Not to Exceed (NTE) [REDACTED] (O&MN,N) Option	1.0	LO	[REDACTED]
9503	R425	FAR 52.217-8 Other Direct Costs - Clothing Allowance with Replacements (O&MN,N) Option	1.0	LO	[REDACTED]

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

Performance Work Statement Logistics and Maintenance Support to Explosive Ordnance Disposal Group TWO

1.0 BACKGROUND

Explosive Ordnance Disposal Group (EODGRU) TWO units maintain a presence worldwide in each of the Geographic Combatant Commands. In addition, EODGRU TWO is routinely tasked to support the U.S. Secret Service and other CONUS and OCONUS Explosive Ordnance Disposal (EOD) missions.

The presence of EODGRU TWO personnel providing global support has impacted all aspects of maintenance and logistics support requirements. Extended, accelerated and unplanned deployments continue to negatively impact maintenance and logistics schedules in a current landscape characterized by limited manning and limited resources.

Explosive Ordnance Disposal Expeditionary Support Unit (EODESU) TWO serves as the materiel, maintenance and logistics support commodity manager for EODGRU TWO commands CONUS and OCONUS. Explosive Ordnance Disposal Training and Evaluation Unit (EODTEU) TWO provides the requisite advanced training to EOD and Mobile Dive and Salvage (MDS) personnel prior to deployment to U.S. Central Command, U. S. Southern Command, U.S. Africa Command, U. S. European Command, U.S. Fourth Fleet, U.S. Fifth Fleet and U.S. Sixth Fleet. Mobile Diving and Salvage Unit (MDSU) TWO conducts expeditionary diving salvage and compliments EOD forces by providing diving and dive chamber support to CONUS and OCONUS units. Ultimately, the combination of EODESU TWO, EODTEU TWO and MDSU TWO ensure proper training, augmentation and sustainment of all facets of EOD and MDS operations. The need to augment EODGRU TWO forces with contractor support is imperative to ensure these critical requirements are met in providing premier support to the warfighter.

2.0 PERIOD OF PERFORMANCE.

The period of performance associated with this Performance Work Statement (PWS) shall be for a twelve month base period, four (4) twelve (12) month option years, and one (1) six month option period to be exercised at the discretion of the Government.

3.0 PLACES OF PERFORMANCE.

- a. EODGRU TWO, JEB-Little Creek, Virginia Beach, VA
- b. EODESU TWO, JEB-Little Creek, Virginia Beach, VA
- c. EODTEU TWO, JEB-Fort Story, Virginia Beach, VA
- d. MDSU TWO, JEB-Little Creek, Virginia Beach, VA
- e. Other locations as directed by EODGRU TWO and Contracting Officer to meet mission requirements

4.0 OBJECTIVE.

The objective of the PWS is to acquire premier technical and logistic support for various aspects of EODGRU TWO's and Navy Expeditionary Combat Command's (NECC) training mission. The contractor shall provide the necessary level of support to successfully accomplish all requirements set forth within this PWS. All contractor personnel must possess the necessary qualifications, skills, background, and expertise as specified within this PWS.

5.0 SCOPE / DESCRIPTION OF WORK.

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The purpose of this PWS is to acquire subject matter experts (SME) to support the development, coordination, execution and documentation of all aspects of EOD logistics and maintenance support; including to provide support for the Expeditionary (ExMCM) Table of Allowance (TOA) systems, equipment, and materials. Such contractor support will free our limited EOD and diving combat service support forces for deployment and ensure continuity of our escalating requirements. The contractor shall be familiar with the tasks assigned by EODGRU TWO to support the tasking in this SOW. The key to accomplishing the technical requirements of this contract are the personnel assigned. The premise behind contractor manning is “one team” – with each contractor’s primary role defined and secondary skills applied across the effort to promote efficiency and flexibility. The contractor will manage its workforce across the program to include shifting resources to most efficiently apply expertise to delineated tasks and to accommodate changes in schedules, high-tempo requirements and/or simultaneous events. EODGRU TWO’s expectation is such that the contractor will provide a workforce of individuals each capable of serving in many of the capacities described herein.

5.1 Task 1: Training Range Facilities Maintenance (EODTEU TWO // JEB-Fort Story)

The contractor shall:

- 5.1.1 Rebuild damaged/destroyed EOD training structures and training areas following dynamic training scenarios, preparing them for reuse by oncoming EOD platoons.
- 5.1.2 Perform routine maintenance to the EOD demolitions range in accordance with NAVSEA OP-5.
- 5.1.3 Provide improvements to existing training structures and training areas.
- 5.1.4 Construct new training structures and training areas.
- 5.1.5 Extended work week authorization as required by current tasking.

Education/qualification/experience:

Secret Clearance Required. The qualification for this level of support is a prior military construction rating or MOS (or civilian equivalent) with five years of knowledge and experience with the described duties.

5.2 Task 2: Vehicle Maintenance and Repair (EODESU TWO // JEB-Fort Story)

The contractor shall:

- 5.2.1 Assist/augment existing organic maintenance in the maintenance, repair, and installation on assigned Civil Engineering Support Equipment (CESE).
- 5.2.2 Diagnose and troubleshoot equipment failures.
- 5.2.3 Adjust and repair ignition, fuel, electrical, hydraulic and steering systems.
- 5.2.4 Analyze and test electrical and fuel injection systems utilizing appropriate test equipment.
- 5.2.5 Maintain and repair chassis, frames, and bodies.
- 5.2.6 Maintain and repair tires, batteries, brakes, and valves.
- 5.2.7 Perform shop management functions such as maintenance scheduling and inventory control (tools/spare parts).
- 5.2.8 Make estimates of material, labor, and equipment requirements.
- 5.2.9 Work with hoisting and jacking equipment, power tools, measuring instruments, gauges, and

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meters.

5.2.10 Provide other logistics support as required.

Education/qualification/experience:

Secret Clearance Required. The qualification for this level of support is a Construction Mechanic (e.g. USN Seabee, USA Construction Equipment Repairer, USMC Mechanic, or civilian equivalent) with a minimum of four years' experience and knowledge with the described duties. The contractor must have a valid State issued Driver's License. The contractor must be able to qualify and maintain status as Navy Material Maintenance Management (3-M) 301/302.

5.3 Task 3: EOD Dive Table of Allowance (TOA) Maintenance, Repair, and Logistics Commodity Manager (EODGRU TWO // JEB-Little Creek)

The contractor shall:

5.3.1 Provide technical support for the maintenance, inventory, and tracking of all EOD Divers Life Support Systems (DLSS);

5.3.2 Provide subject matter expertise for MK-16 technical maintenance and troubleshooting.

5.3.4 Provide coordination for the schedule of all EOD dive training.

5.3.5 Provide coordination for the schedule of all Lo-Mu Testing and certifications.

5.3.6 Provide coordination and schedule all certified DLSS through NAVSEA.

5.3.7 Provide coordination and schedule all Oxygen Worker training for EODGRU TWO assets.

5.3.8 Draft post-exercise reports.

5.3.9 Develop short and long-range training plans.

5.3.10 Provide coordination for EOD Dive TOA maintenance, repair, and logistics budget.

5.3.11 Provide coordination for various training requirements and collaborate with EODGRU TWO Training Officer in this aspect.

5.3.12 Provide material solution recommendations to Diving Techniques and Procedures (DTP) to EODGRU TWO N43 and N8.

5.3.13 Assist in dive exercise scenario and related training development to include setting up scenarios at designated training sites.

5.3.14 Assist with EOD Dive training Master Scenario Events List (MSEL) development.

5.3.15 Schedule EOD Basic, Advanced and Sustainment EOD Dive training areas/sites.

5.3.16 Provide coordination for the check-in/check-out of all DLSS to EODGRU TWO assets.

5.3.17 Exercise role playing.

5.3.18 Provide coordination for EOD/Diving Equipment Table of Allowance Commodity Management to

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include updating unit Readiness Cost Reporting Program (RCRP) pillars.

5.3.19 Provide for other logistics scheduling and coordinating efforts, as required.

5.3.20 Provide coordination for Diving Expeditionary Logistics Overhaul (ELO) Program for ESU Underwater Department.

5.3.21 Instruct, train and qualify for the Poseidon, Apeks and Conshelf Regulator Maintenance course of instruction for EODGRU TWO assets.

5.3.22 Coordinate and schedule Depot Level Repair (DLR) maintenance with Emergency Ship Salvage Material (ESSM), Williamsburg, VA and Naval Surface Warfare Center (NSWC), Panama City, FL for Divers Life Support Equipment.

5.3.23 Provide coordination for EODESU TWO Air Sample Program through Defense Compressed Air Testing (DCAT).

5.3.24 Perform diving equipment initiatives to include phased replacement, life cycle management, and urgent mission-critical requirements of DLSS for EODGRU TWO assets.

Education/qualification/experience:

Secret Clearance Required. The contractor shall have been a senior enlisted (E-7 and above) with a minimum of fifteen (15) years of USN Diver experience to include a minimum of eight (8) years as a SME operating the MK-16 Underwater Breathing Apparatus (UBA). The contractor must also have been fully qualified in all aspects of DLSS to include MK-16 UBA, Recompression Chamber Operations, Quality Assurance, Oxygen Worker, Re-entry Control, 3M Maintenance and Gas Transfer Systems.

5.4 Task 4: EOD TOA Coordinator; EODGRU TWO - JEB-Little Creek

The contractor shall provide one (1) logistician for the purpose of assisting in the coordination of the Group-wide execution of logistics management duties associated with the material control of the EOD Table of Allowance (TOA) material, systems and equipment.

Duties include, but are not limited to:

5.4.1 Provide the collecting and interpreting of inventory accounting and material readiness data related to EOD TOA, material, systems and equipment by tracking shortfalls of TOA material, systems and equipment through the assigned NECC databases.

5.4.2 Track and provide coordination for the final disposition of "end-of-life", spent or obsolete TOA material, systems and equipment as designated by the EODGRU TWO Material Officer.

5.4.3 Attend meetings to gain familiarization with the material control efforts with the Type Commander, In-Service Engineering Agents, TOA managers and custodians aboard commands subordinate to EODGRU TWO and other supporting activities as directed by the EODGRU TWO Material Officer or the EODGRU TWO Maintenance Officer.

5.4.4 Provide assistance to ensure the EODGRU TWO echelon V commands are maintaining an accurate inventory and maintaining material readiness posture in their assigned databases. Provide updates to the N43 on commands that are deficient in reporting.

5.4.5 Using the assigned EODGRU TWO software to collect and interpret inventory accounting and readiness data related to EOD TOA material systems and equipment; provide consolidated reports that contain the

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findings of the database reports to the EODGRU TWO Material Officer.

5.4.6 Through regular visits to the EODGRU TWO units and attending their material readiness meetings; track the shortfalls of EOD TOA, material, systems and equipment. Collect minutes from these meetings and provide them to the EODGRU TWO Material Officer in order to better articulate the real-time status of the EODGRU TWO material readiness and mission status.

5.4.7 Through regular visits to the EODGRU TWO units, provide for the receipt, delivery and proper issuance of new and replacement TOA, material, systems and equipment in concert with the EODGRU TWO buy plan and TOA refresh plan. Monitor this process to report its success and suggest updates or changes to ensure the success of those plans.

Secret Clearance Required. This contractor shall have no less than ten (10) years' service as a military EOD Technician (Master EOD Technician minimum) and have not less than five (5) years' experience in expeditionary logistics management. Ability to learn and use required inventory management and configuration management databases is required. Experience with Advanced Base Functional Component (ABFC) View, Defense Property Accounting System (DPAS); METBENCH Calibration Management Program (MCMS); Organizational Maintenance Management Next Generation (OMMSNG), Readiness and Cost Reporting Program (RCRP), various SYSCOM APSRs and Microsoft Office is highly desirable.

5.5 Task 5: MDSU TOA Management and Logistics Support (EODGRU TWO // JEB-Little Creek)

The contractor shall:

5.5.1 Provide subject matter expertise to EODGRU TWO regarding MDS material, systems and equipment

5.5.2 As directed by the EODGRU TWO Deputy Material Officer or the EODGRU TWO Maintenance Officer; coordinate material control efforts with EODGRU TWO, MDSU TWO and other supporting activities

5.5.3 Enter inventory, configuration, readiness and shortfall accounting data related to MDS TOA material, systems and equipment and report findings to EODGRU TWO

5.5.4 Support MDS dive locker management functions via tool control, inventory, required cleanliness and safety

5.5.5 Coordinate the scheduling of SYSCOM certifications of MDS diving and hyperbaric recompression systems

5.5.6 Assist in scheduling oxygen worker training for MDS personnel

5.5.7 Provide estimates of material, labor and repair part requirements necessary to support MDS dive locker maintenance

5.5.8 Provide subject matter expertise and consultation for MDS dive training requirements and Diving Techniques and Procedures (DTP)

5.5.9 Assist dive exercise scenarios and related training

5.5.10 Coordinate the deferred maintenance of MDS TOA equipment with the EODGRU TWO Maintenance Officer

5.5.11 Maintain documentation of training and certification of all MDS diving, hyperbaric recompression systems and salvage equipment

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5.5.12 Maintain documentation associated with re-entry control and objective quality evidence associated with MDS TOA material, systems and equipment

5.5.13 Coordinate the receipt of new and replacement MDS TOA material, systems and equipment

5.5.14 Coordinate the final disposition of spent or obsolete MDS material, systems and equipment

5.5.15 Coordinate air sampling and testing via Defense Compressed Air Testing (DCAT) program aboard MDSU TWO

5.5.16 Maintain an inventory of salvage equipment on lease or on loan from outside activities.

Education/qualification/experience:

Secret Clearance Required. The contractor shall have no less than twelve (12) years' service as U.S. Navy Diver with prior qualification as a First Class Diver, mixed gas diving, gas transfer systems and hyperbaric recompression systems, and have not less than five (5) years' experience in expeditionary logistics management. Ability to learn and use required inventory management, configuration management and maintenance databases is required. Experience with ABFC View; MCMS; OMMSNG, RCRP, various SYSCOM APSRs and Microsoft Office is highly desirable.

5.6 Task 6: Outboard Engine and Boat Maintenance and Repair (EODESU TWO // JEB-Little Creek) The contractor shall:

5.6.1 Have knowledge of major assemblies and systems of marine craft.

5.6.2 Assist/augment existing organic maintenance in the repair, overhauling, and rebuilding of marine craft and systems.

5.6.3 Properly use diagnostics and testing equipment to spot check, troubleshoot and identify deficiencies.

5.6.4 Interpret technical manuals, illustrations, specifications, diagrams and schematics.

5.6.5 Support small boat operational testing to include underway/waterborne operations

5.6.6 Possess proficient knowledge and skill of corrosion control and prevention, small craft fiberglass repair, electrical systems, power transmissions, outboard marine gas engine maintenance and repair, marine cooling systems, fuel systems, and spark plug ignition engines (specifically two and four cycle gas outboard engines).

5.6.7 Utilize Microsoft Office programs for inventory control and record-keeping.

Education/qualification/experience:

Secret Clearance Required. The desired SME qualifications for this level of support is an outboard engine mechanic with six (6) years minimum experience and knowledge of the described duties above to include formal small outboard engine repair and fiberglass repair courses/training.

5.7 Task 7: Arms, Ammunition and Explosive (AA&E) Management Support – (EODGRU TWO // JEB-Little Creek)

The contractor shall:

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5.7.1 Maintain all database systems to ensure the proper management, coordination and support of all aspects of EODGRU TWO's Combat Weapons Systems (CWS). This includes the inventory, inspection, maintenance, storage, issue and receipt, certification, reports and record-keeping of CWS materials and/or spaces.

5.7.2 Maintain a current library of all applicable publications, instructions and messages related to CWS.

5.7.3 Conduct issue and receipt of CWS, Visual Augmentation Systems (VAS) and accessories in accordance with established Standard Operating Procedures.

5.7.4 Conduct required small arms inventory, maintain inventory records and submit all required monthly, quarterly and annual reports.

5.7.5 Complete, submit and track required documentation of DD Form 2760 (Qualification to Possess Firearms or Ammunition, OPNAV 5530/1 (Report of Screening for Personnel Assigned AA&E Security Related Duties), Use of Deadly Force Policy Acknowledgement, and OPNAV 5512/2 (Authorization to Carry Firearms) after accomplishment of requisite training and qualification for all command members.

5.7.6 Support and assist with CWS training range evolutions for weapons operations. Serve as Range Safety Officer (RSO)/Officer in Charge (OIC), Small Arms Marksmanship Instructor (SAMI), Expeditionary Small Arms Marksmanship Instructor (ESAMI), Line Coach or range required guard positions as dictated by range requirements.

5.7.7 Provide technical support on preventive and basic corrective maintenance on all assigned CWS, to include ordering repair parts and consumable items associated with CWS.

5.7.8 Assist the EODMU/MDSU Readiness and Training Officer (RTO) with all CWS management and qualification tasks.

Education/qualification/experience:

Secret Clearance Required. The contractor shall have a minimum of six (6) years military knowledge and operational experience in an ordnance related field, paygrade of E-7 or higher. The contractor must be able to qualify and maintain status as Navy Material Maintenance Management (3-M) 301/302. The contractor must meet the requirements of the Lautenberg Act to handle AA&E. The contractor shall also be able to maintain certification in First Aid/CPR/AED in accordance with the standards of the American Heart Association. Contractor will provide written notarized certification upon hire and annually thereafter that employees assigned to this task, have a current CPR Certification and that employees meet the requirements as outlined in the following USC "GUN BAN FOR INDIVIDUALS CONVICTED OF A MISDEMEANOR CRIME OF DOMESTIC VIOLENCE -- 18 U.S.C. § 922(g)(9). The contractor must have a valid US driver's license and be able to meet medical requirements to transport AA&E in accordance with NAVMED P-117, Article 15-107. The contractor must be able to attain and maintain qualification as SAMI, ESAMI, RSO, Line Coach and range guard positions.

5.8 Task 8: Expeditionary Support Unit Warehouse Support

The contractor shall:

5.8.1 Execute the issue and receipt of material and equipment between EODGRU TWO commands.

5.8.2 Support warehouse functions via inventory control, shipping/receiving, cleanliness, and safety.

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5.8.3 Execute the movement, accounting, and organization of warehouse held inventories.

5.8.4 Execute the issue and receipt of platoon or company equipment during expeditionary logistic overhauls (ELO) and document the accounting of the same into inventory and configuration databases.

5.8.5 Document material shortfalls and deficiencies of platoon or company equipment during ELO.

5.8.6 Execute the issue of personal and protective gear and document the accounting of the same into inventory and configuration databases.

5.8.7 Open/Unpack/Uncrate, inventory, and store material as appropriate.

5.8.8 Properly prepare materials for shipment.

Education/qualification/experience:

Contractors shall have a minimum of four (4) years' experience in warehouse operations within the DoD, with at least one (1) year experience with U.S. Navy supply documentation with a working knowledge of EOD TOAs. Contractors must have a valid driver's license as well as have or be able to immediately obtain and maintain qualification to operate forklift trucks (4K-20K lb rating) and other material handling equipment in support of this task. Contractors must be able to quickly learn and use required inventory, configuration, and maintenance management tools."

~~5.9 Task 9: Dive TOA Logistics Support (EODESU TWO // JEB Little Creek)~~

~~The contractor shall:~~

~~5.9.1 Perform Configuration Data Management (CDM) and provide support services for inventory management of Dive TOA and non-TOA equipment.~~

~~5.9.2 Update, review and maintain ILO related documents and supporting data to include data entry into designated automated databases.~~

~~5.9.3 Manage the unit's Self-Contained Underwater Breathing Apparatus (SCUBA) ILO program.~~

~~5.9.4 Manage the unit's Metrology and Calibration (METCAL) and Metbench Calibration Management System (MCMS) programs to include but not limited to the following specific actions:-~~

~~— 5.9.4.1 Ensuring all items requiring calibration and/or hydrostatic testing are properly inputted.~~

~~— 5.9.4.2 Ensuring MCMS is updated with the most accurate calibration dates for all equipment and properly documented following.~~

~~5.9.5 Be familiar with all work centers within the dive locker and assist 3M work center supervisors in managing preventative, corrective and organizational maintenance requirements.~~

~~5.9.6 Assist work center supervisors in implementing Force Revisions, Administrative Revisions and Feedback Reports.~~

~~5.9.7 Assist in the management of individual work centers while work center supervisors are deployed or on Temporary Assigned Duty (TAD) orders.~~

Education/qualification/experience:

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~~Secret Clearance Required. The contractor shall have been an enlisted (E-6 and above) with a minimum of fifteen (15) years of USN Diver experience to include a minimum of eight (8) years as a SME operating DLSS and ancillary equipment. The contractor must also have been fully qualified in all aspects of DLSS to include Recompression Chamber Quality Assurance, SCUBA and ancillary equipment and 3M Maintenance to include SKED, Organizational Maintenance Management Systems—Next Generation (OMMS-NG) and MCMS programs.~~

5.10 Task 10: Expeditionary Logistics Overhaul and Inventory Control Point Coordinators

The contractor shall:

- 5.10.1 Assist the scheduling of ELOs and the issuing of personal and protective gear.
- 5.10.2 Coordinate all warehouse tasks for the preparation for and execution of ELOs and personal and protective gear issues/receipts.
- 5.10.3 Record the receipt of all material delivered to EODESU TWO, notify, and coordinate delivery to appropriate entities.
- 5.10.4 Schedule, coordinate, and record the shipping of all material leaving EODESU TWO.
- 5.10.5 Ensure the accurate and timely capture of inventories, particularly in support of ELOs.
- 5.10.6 Maintain established inventory baselines and initiate the necessary documentation to sustain them and associated material requirements in support of ELOs and warehouse functions, less COSAL.

Education/qualification/experience:

Secret Clearance Required. Contractors shall have a minimum of eight (8) years' experience in warehouse operations within the U.S. Navy and no less than four (4) years' experience in warehouse management. Contractors must have a valid driver's license as well as have or be able to immediately obtain and maintain qualification to operate forklift trucks (4K-20K lb rating) and other material handling equipment used in EOD warehouses. Contractors must be able to quickly learn and use required inventory, configuration, and maintenance management tools.

5.11 Task 11: EOD Robotics Technician Support (EODESU TWO // JEB-Little Creek)

The contractor shall:

- 5.11.1 Assist/augment existing organic maintenance and repairs on robotic systems to include ground and waterborne current and future systems utilized by EOD forces by troubleshooting, replacing components, and performing repairs.
- 5.11.2 Perform operational/functional testing per manufacture guidelines prior to robotics equipment issue, upon receipt, after component replacement and repairs.
- 5.11.3 Assist in the Expeditionary Logistics Overhaul Process by issuing and receiving robotics systems from both EOD platoons and MDS companies and maintaining proper accountability thereof.
- 5.11.4 Maintain inventory databases in RCRP and local accountability systems.
- 5.11.5 Conduct asset management by monthly spot inventories of stock (approx. 10% or 244 line items) and conduct annual wall-to-wall inventory of all items (100% or approx. 2500 line items).

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5.11.5 Initiate purchase requests for repair parts as required.

5.11.6 Coordinate robotics training for U.S. Navy personnel on basic robotics issuance, receipt, and functional testing procedures.

5.11.7 Maintain all required certifications to conduct outlined tasks.

5.11.8 Properly utilize, store, and dispose of HAZMAT as required for system maintenance.

Education/qualification/experience:

Secret Clearance Required. The contractor shall have a minimum of four (4) years of experience as an Electronics Technician or six (6) years of experience as an Explosive Ordnance Disposal Technician (or civilian equivalent). Experience with the maintenance and troubleshooting of iRobot, Foster-Miller, and Seabotix unmanned robotics system is highly preferred. The contractor must be capable of operating test equipment, electrical hand tools, basic hand tools, and must be proficient in the use of basic computer programs to include Microsoft Word, Excel, Outlook, and PowerPoint. The contractor shall maintain system certifications for maintenance on all assigned units.

5.12 Task 12: Program Manager (EODGRUTWO/EODESU2/TEUTWO (JEB Little Creek/Fort Story)
The Contractor shall:

5.12.1 Operations Management: Secret Clearance Required. Manage the daily operations of contractor employees under the assigned tasks orders of this contract via a Lead Services Contractor. This includes but is not limited to: coordinating the execution of the requirements of this PWS; communicating plans and activities with Government representatives; managing training and travel requirements for Contractor personnel; adjusting service delivery to meet service delivery requirements; submitting Monthly Activity Reports to the COR via the TPOC; and submitting annual certifications in relation to Task 5.7

5.12.2 Communication: Communication shall be through designated Government and Contractor points of contact.

5.12.3 Business Continuity: The Contractor shall appoint an Alternate Lead Services Contractor to act with full authority in the absence of the Lead Services Contractor.

5.12.4 Work Control: All program requirements, contract actions and data interchange shall be conducted in a digital environment using electronic and web-based applications. At minimum, such data shall be compatible with the Microsoft Office 2007® or higher family of products in accordance with the support base communications information technology standards. The Contractor shall designate a standard naming convention for all electronic submissions.

5.12.5 Contract Performance Report: The Contractor shall submit to the Government Monthly Contract Performance Reports in accordance with this PWS. On an as needed basis, weekly reports shall be submitted upon request.

5.12.6 Control of Purchases: The Contractor shall maintain records of all requests for requisitions transactions and purchases associated with this PWS.

5.13 Task 13: Expeditionary Mine Countermeasure (ExMCM) Commodity Manager

The Contractor shall:

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5.13.1 Provide technical support and coordination for the allowancing, sustaining, accounting, moving, and tracking of all systems, equipment, and material under the Mark 18 Program of Record (PoR).

5.13.2 Coordinate with supporting TOA Commodity Managers equipment and material requirements necessary to support ExMCM operations.

5.13.3 Coordinate the field testing of equipment and other technologies associated with ExMCM operations.

5.13.4 Monitor, record, and report inventory, configuration, readiness and shortfall accounting data related to the MK18 PoR.

5.13.5 Coordinate the movement, storage, issue, and receipt of MK18 PoR equipment and material.

Education/qualification/experience:

Secret Clearance Required. The Contractor shall have a minimum of fifteen (15) years' service as a Navy EOD Technician, with not less than eight (8) years' experience directly involved in EOD Mine Countermeasure (MCM) operations, and not less than two (2) years' experience in expeditionary logistics management. Ability to learn and use required inventory management and configuration management databases is required. Experience with ABFCView, OMMSNG, RCRP, and Microsoft Office is highly desirable.

6.0 GENERAL

6.1 Contracting Officer and Representative

Only a duly appointed Procuring Contracting Officer (PCO), and no other government personnel, is authorized to change the specifications, terms and conditions under this contract. The EODGRU TWO Contracting Officer's Representative (COR) is responsible for technical management of this contract, and will serve as the Contracting Officer's Primary Point of Contact. The COR shall oversee execution of this PWS and resolve any potential issues. The COR is responsible for: liaising with EODGRU TWO personnel and contractor personnel on site; contractual advice, recommendations and clarification regarding the statement of work; delivery of this PWS placed under this contract; providing an independent government estimate of the effort described in the statement of work; quality assurance of services performed and acceptance of the services or deliverables; government furnished property; security requirements aboard government installations; providing the PCO or his designated Ordering Officer with appropriate funds for issuance of the delivery; and the certification of invoice for payment.

6.2 Technical Point of Contact

The EODGRU TWO Technical Point of Contact (TPOC) is responsible to the COR for overseeing the technical tasks conducted by Contractor personnel as defined by this PWS, receives all reports from Contractor personnel regarding technical aspects resulting from work related to this PWS and reports the same to the COR as necessary. The EODGRU TWO Deputy Material Officer shall act as the TPOC for this contract.

6.3 Technical Assistants

Technical Assistants, where assigned by the COR, shall assist the TPOC with the direct daily assistance and supervision, but not management, of contractor personnel accomplishing the tasks of this PWS.

6.3.1 Contractors identified in Tasks 3, 4 and 13 of this PWS shall complete their assigned duties under the direct daily monitoring of the TPOC.

6.3.2 Contractors identified in Task 7 of this PWS shall complete their assigned duties under the direct daily monitoring of Technical Assistants aboard EODGRU TWO, as assigned by the COR.

6.3.3 Contractors identified in Tasks 2, 6, 8, 10, and 11 of this PWS shall complete their assigned duties under the direct daily monitoring of Technical Assistants aboard EODESU TWO, as assigned by the COR.

6.3.4 Contractors identified in Task 1 of this PWS shall complete their assigned duties under the direct daily monitoring of a Technical Assistant aboard EODTEU TWO, as assigned by the COR.

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6.4 Travel

The need for travel associated with this PWS shall be determined in advance by the TPOC on a case-by-case basis and authorized by the COR. Travel shall be paid by the Contractor and reimbursed by the Government. Travel costs/expenses will be considered reasonable and allowable only to the extent that they do not exceed on a daily basis, the maximum per diem rates in effect at the time of the travel. Travel expenses include airfare, per diem, rental car, local travel and miscellaneous expenses as authorized by the Joint Travel Regulations (JTR). Costs for transportation may be based upon mileage rates, actual costs incurred or a combination thereof, provided the method used results in a reasonable charge. No mileage costs will be incurred when travel is within a 50-mile radius of the primary work location. The JTR, while not wholly applicable to contractors, shall provide the basis for the determination as to reasonable and allowable. Maximum use is to be made of the lowest available customary standard coach or equivalent airfare accommodations available during normal business hours. Exceptions to these guidelines shall be approved in advance by the Contracting Officer or his Designee.

6.5 Government Furnished Information (GFI)

The Government will supply all available documentation necessary to accomplish the tasks orders of this PWS. The Government will also make available all required regulations, directives, planning documents, policy documents, schematics etc., necessary to perform assigned tasks. Initial delivery of required GFI to support this effort shall be provided within 72 hours, or as scheduling permits, from the date of contract award. Subsequent identification of required GFI may necessitate a GFI request by the contractor. Each request shall be either in writing or by electronic mail and directed to the Government Representative/ Government Project Manager (GR/GPM) with a copy to the COR. After validating the request for additional GFI, the GR/GPM will coordinate with the COR to identify, locate and deliver the information within ten (10) working days upon receiving the request and will notify the contractor in writing or by electronic mail should additional time be required. The contractor shall coordinate all requests for additional technical and contractual information with the GR/GPM. The contractor shall acknowledge receipt of all GFI (that is, materials other than those downloaded from websites) in writing or by electronic mail to the GR/GPM within five (5) working days after receipt. All GFI will be returned to the Government agency when the effort is completed or, if directed by the GR/GPM, destroyed using applicable procedures.

6.6 Government Provided Training

All training, certifications and skill-sets including the minimum required qualifications specified in this PWS and indicated as "required by the Government" is the responsibility of the Contractor. However from time-to-time during the life of the contract, the Government may identify training courses for which the Contractor may be directed to send its employees. For such "required" training or Government-directed training, the Government will assume the cost of instruction; however, in order to protect the interest of the Government, if an individual fails to complete a training course or does not receive a satisfactory grade IAW the standards of the institution attended, the Contractor shall be required to reimburse the Government for all costs of that training, including per diem and travel expenses. Upon successful completion of training, the Government will reimburse the Contractor for travel and per diem costs IAW Federal Acquisition Regulations (FAR) Part 31. All requests for Government provided training of Contractor employees shall be submitted to the Government. The Contractor shall prepare all required travel documents for Contractor employees on this contract.

6.7 Government Furnished Facilities

The Government will provide workspaces and workstations with telephone and computer for communications with the Contractor's management office and/or Government representatives, coordinating logistics support and reporting necessary information necessary to accomplish the tasks of this PWS. Number of workstations with computers will be determined by the Government as necessary to complete assigned tasks.

6.8 Government Furnished Equipment (GFE)

In accordance with the Quality Assurance Surveillance Plan, the Government will ensure that all equipment is available to Contractor personnel to conduct the tasks of this PWS. That equipment includes, but is not limited to:

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computers, printers, data devices, and the equipment necessary to conduct maintenance in accordance with the tasks of this contract.

6.9 Government Furnished Material

The Government will provide all warehouse/packaging materials, repair parts, hazardous materials and other miscellaneous materials necessary to accomplish the tasks orders of this PWS. Safety and special issue clothing unique to government training and safety requirements will be provided by the Government and returned to the Government after use. The replacement cost of issued clothing not returned will be bore by the Contractor.

6.10 Government Furnished Tools

The Government will make available to the Contractor the tools necessary to accomplish the tasks of this PWS. This PWS does not require the Contractor to develop any tools for production or management of content. The Contractor shall use the tools provided. The replacement cost of tools damaged, lost or otherwise made unusable by contractor personnel will be bore by the Contractor.

6.11 Contractor Employees

The Contractor shall not employ individuals identified to the Contractor by the COR as potential threats to the health, safety, security, or general well-being, of the population, installation or operational mission. The Contractor's employees shall not pose an actual or potential threat or risk to the security or mission of Department of Defense (DoD) or its supported activities, or the health and safety of the DoD workforce. The Government has an inherent right under law, practice and regulation to restrict and control access to its facilities, including those that are the subject of this PWS. The Government's exercise of its right to grant and revoke access to particular individuals to its facilities shall not constitute a breach or change to this contract, regardless of whether said individuals are employed by the Contractor.

6.12 Contractor Management

The Contractor shall be responsible for managing and overseeing the activities of all Contractor personnel, as well as subcontractor efforts used in performance of this effort. The Contractor's management responsibilities shall include all activities necessary to ensure the accomplishment of timely and effective support, performed in accordance with the requirements contained in this PWS, including appropriate policies and procedures. Contractor employees shall perform their duties independent of, and without the supervision of, any government official.

6.13 Contractor Interface

The Contractor and/or their subcontractors may be required to work with other contractors working for the Government as part of the performance of this effort. Such other contractors shall not direct the Contractor and/or their subcontractors in any manner. Also, the Contractor and/or their subcontractors shall not direct the work of other contractors in any manner. The Government Contracting Officer shall establish an initial contact between the Contractor and other contractors and shall participate in an initial meeting at which the conventions for the scheduling and conduct of future meetings / contacts will be established. The COR and TPOC shall be informed and or included in these meetings or conventions.

6.14 Tasks, Duties and Responsibilities

The tasks, duties and responsibilities set forth in this PWS may not be interpreted or implemented in any manner that results in any Contractor employee creating or modifying federal policy, obligating the appropriated funds of the United States Government, overseeing the work of federal employees, providing direct personal services to any federal employee, or otherwise violating the prohibitions set forth in parts 7.5 and 37.1 of the FAR. The Government shall control access to the facility and perform the inspection and acceptance of completed work.

6.15 Security Requirements

All Contractor personnel associated with this PWS shall have a current Defense Security Service issued SECRET clearance and be ready to immediately begin performance at the time of proposal submission. Defense Security Service issued SECRET clearance must be maintained during the performance of this contract.

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All Contractors shall also have a current Secret Facilities clearance at the time of proposal submission.

6.16 Information and Personnel Security

The Contractor shall conform to the provisions of the Department of the Navy Information and Personnel Security Program regulations. DD Form 254 will be provided at the time of award.

6.17 Common Access Card (CAC)

The Contractor shall ensure each of its employees obtain a Common Access Card (CAC). The government CAC serves as the primary method of identification for the Contractor employees, as well as providing the basis of public key infrastructure access to the U.S. Navy/Marine Corps Intranet, websites, and systems (on and off site), as well as the Secret Internet Protocol Router Network (on site only). The Contractor must immediately surrender/return any/all CACs to the appropriate military authority for employees no longer working on this contract or contract completion.

6.18 Employment Status

The Contractor shall advise the COR whenever personnel become an employee or ex-employee. The Contractor shall contact the COR whenever a contracted employee resigns, is dismissed, laid-off or if a change to his/her personnel security clearance status occurs. Additionally, the Contractor shall ensure all ex-employee security access badges and CAC are returned to the appropriate military authority.

6.19 Authorization to Work

The Contractor shall ensure that contract personnel meet all requirements for entry into OCONUS locations as required by Department of State, DoD, Department of the Navy and various applicable command and installation regulations.

6.20 Smoking Policy

Contractor personnel shall comply with the DoD smoking policy, AFI 40-102, *Tobacco Use in the Navy* and installation smoking policies within DoD facilities.

6.21 Employee Appearance

Contract personnel shall present a neat appearance conducive to the performance of the tasks within this PWS and be easily recognizable as Contractor employees. The Contractor shall provide all contract employees with an identifying badge, which shall include as a minimum, the person's name, picture and the Contractor's name. While on the installation, the Contractor employees shall wear this picture identification at all times in a clearly visible manner. The Contractor shall obtain restricted or controlled area badges from installation security in order to gain access as required.

6.22 Employee Training

A mix of skills, experience and expertise is required for effective and efficient execution of services to be delivered. The Contractor is responsible for providing fully trained and qualified journeyman or craftsman level workforce IAW the clauses included in the contract. Therefore, except as otherwise indicated, the Contractor shall provide at its expense any required employee training, including the cost of instruction, per diem, travel, salaries and benefits associated to the necessary training, certifications and qualifications required by this PWS. If the Contractor-identified training is available only from Government sources, requests for such training shall be submitted to the Technical Advisor assigned to this contract. The Contractor shall reimburse the Government for all costs associated with the training. The Government will provide introductory training to educate contractor personnel on EOD operations and logistics requirements. Subsequent, training will be announced as requirements dictate.

6.23 Motor Vehicle Operation

Contractor personnel shall not operate government-owned motor vehicles. This does not include forklift trucks or

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other material handling equipment necessary to accomplish the tasks within this PWS.

6.24 Material Handling Equipment

Contractor personnel operating material handling equipment in the performance of this PWS shall only do so in the immediate working area and not on roads designated for vehicular traffic. These contractor personnel shall possess a current certification to operate this equipment IAW installation policies.

6.25 Small Boat Operation

Contractor personnel shall not operate small boats on the water. Instead, EOD personnel shall operate small boats when required.

6.26 Language Requirements

Contractor employees who will interface with Government representatives shall be able to read, write, speak and understand the English language to the extent necessary in the performance of this PWS.

6.27 Safety

6.27.1 Safety shall be paramount. The Contractor shall comply with all applicable DoD, Navy and installation safety regulations governing these requirements. The Contractor shall maintain all employee qualification and certification records as required by these policies.

6.27.2 Nothing in this PWS, nor any government action or failure to act in surveillance of this contract, shall relieve the Contractor of its responsibility for the safety of the Contractor's personnel and property, the Government's personnel and property, and the general public. Moreover, nothing in this PWS shall relieve the Contractor of its responsibility for complying with applicable federal, state and local laws, ordinances, codes and regulations (including those requiring applicable licenses and permits) in connection with the performance of this contract.

6.27.3 The Contractor shall comply with the U.S. Navy Emergency Action Plan. If a mishap involving services under this contract results in an injury the Contractor shall promptly report the incident to the COR. If the U.S. Navy conducts an investigation of the accident, the Contractor (including all Sub-Contractors) shall cooperate with government personnel until the investigation is completed. The Contractor shall allow authorized government representatives access to the Contractor's facilities, personnel and safety program documentation.

6.27.4 Emergency medical care is available in government facilities to contractor employees who suffer on-the-job injury or illness. The Contractor shall make care reimbursement to the appropriate collection agent upon receipt of statement(s).

6.28 Privacy Act Compliance

The Contractor may be in contact with data and information subject to the Privacy Act of 1974 (Title 5 of the U.S. Code Section 552a). The Contractor shall ensure that its employees assigned to this effort understand and adhere to the requirements of the Privacy Act and to DoD and DoN regulations that implement the Privacy Act. The Contractor shall identify and safeguard data, information and reports accordingly. The Contractor shall ensure that Contractor employees assigned to the contract are trained on properly identifying and handling data and information subject to the Privacy Act prior to commencing work.

6.29 Disclosure of Information

Information made available to the Contractor by the Government for the performance or administration of this PWS shall be used only for those purposes and shall not be used in any other way without the written agreement of the Contracting Officer. The Contractor agrees to assume responsibility for protecting the confidentiality of Government records, which are not public information. Each contractor or employee of the Contractor to whom information may be made available or disclosed shall be notified in writing by the Contractor that such information may be disclosed only for a purpose and to the extent authorized herein.

6.30 Limited Use of Data

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Performance of this effort may require the Contractor to access and use data and information proprietary to a government agency or government contractor which is of such a nature that its dissemination or use, other than in performance of this effort, would be adverse to the interests of the government and/or others. The Contractor and/or contractor personnel shall not divulge or release data or information developed or obtained in performance of this effort, until made public by the government, except to authorized Government personnel, or upon written approval of the Contracting Officer. The Contractor shall not use, disclose or reproduce proprietary data that bears a restrictive legend other than as required in the performance of this effort. Nothing herein shall preclude the use of any data independently acquired by the Contractor without such limitations or prohibit an agreement at no cost to the government between the contractor and the data owner which provides for greater rights to the Contractor.

6.31 Information Technology (IT) Environment

6.31.1 All reports, technical documentation, etc. must be fully operable with standard Department of Navy (DON), NMCI desktop and portable MS Windows operating based systems unless otherwise specified.

6.31.2 The Contractor shall take necessary action, including use of commercially available virus software, to ensure all documentation is free of elements that might be detrimental to the secure operation of the resource operating system, including the following: malicious code; trojans, worms, logic bombs, and other computer viruses; backdoors; ad-ware, Spy-ware, or web bugs that have the ability to track user behavior; code that permits functions that are beyond the actual publicized intent of application capability; software that will not function properly with the operating system configured secure; code that permits functions that are beyond the actual publicized intent of application capability.

6.31.3 Should the Contractor desire additional IT resources not provided by the Government, a request must be made that specifically identifies the type, amount and time frames for any resources that are required and not listed below. The Government will provide the following IT resources: Computer with access to NMCI email, RCRP, NTCSS and other network and internet tools.

6.32 Drug Testing. The contractor shall screen all potential employees for “drug free” employment, initially (pre-employment screening). Three random tests, testing 20 percent of the contractors each test, will be conducted annually during the course of performance. The contractor shall maintain the drug screening schedule and results, and provide them for review to the Contracting Officer on request. Contractors testing positive for drug use through initial screening or randomly will be removed for cause.

7.0 PROGRAM MANAGEMENT

7.1 Hours of Work

The Contractor personnel core hours of service operations shall be 0700-1600 hours, five days a week as prescribed by the Government, excluding recognized federal holidays, DoD curtailment days or when the installation is officially closed by the commander. All times in this PWS are specified in on a 24-hour clock and pertain to the time-zone in which contractor personnel perform work. The Contractor shall ensure that service to customers is not interrupted during break and lunch periods. Variances in operating hours, other than that specified herein, must be approved by the Government. The Government retains the right to change normal duty hours at any time based on business and operational necessity. Contractor personnel performing work at OCONUS locations may be required to conduct work after normal working hours.

7.2 Overtime Hours

Overtime may be required to perform tasks outlined within this PWS. Only the COR may authorize overtime hours, requests for which must be made in advance.

7.3 Government Holidays

The following government holidays are typically observed by government personnel: New Year’s Day, Martin Luther King’s Day, Presidential Inauguration Day (metropolitan DC area only), President’s Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran’s Day, Thanksgiving Day, Christmas Day and any other day designated by Federal Statute, Executive Order and/or Presidential Proclamation. Typically, there is no repair work conducted during government holidays, however, work may be required to meet mission critical

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requirements.

8.0 SERVICES SUMMARY

8.1 Contractor Manpower

Contractor manpower, excluding Contractor management personnel, are identified in paragraph 4.0 of this PWS.

8.2 Contractor Furnished Facility

The Contractor shall maintain a management office focal point within the Hampton Roads area of Virginia to accomplish the administrative, managerial, financial and operational aspects of this contract (e.g. recruiting and hiring necessary personnel; obtaining all required certifications and clearances; and accomplishing any necessary training or tasks to support the requirements of this contract).

8.3 Mail and Material Shipping

When directed by the Government, the Contractor shall establish commercial and official mail and shipping services (DHL, FED-EX, UPS and/or USPS) account(s) for performance of this contract at the contractor provided facility. Contractors will prepare shipping documents and use the government shipping and logistics movement capabilities to reduce shipping costs where feasible.

8.4 On-Site Communication

The Contractor shall ensure that cellular telephones are available to Contractor personnel at no direct cost to the Government to ensure on-site communication during normal working hours. Cellular telephones must be made available for all contractor personnel supporting tasks 1, 4, 8, and 9. The numbers for these cellular phones must be made available to the COR, TPOC and any assigned TA and will be utilized during the performance of work associated with the tasks of this PWS.

8.5 Deliverables

In fulfillment of this contract, the Contractor shall provide the following deliverables. All deliverables shall be submitted to the COR via the TPOC, unless otherwise agreed upon, in an accurate and timely manner. Reports shall be provided in Microsoft Word format or via designated website. The reports specified herein shall be forwarded by traceable means to locations specified by the COR and TPOC. "Traceable" means shall be defined as a cover letter, identifying the task and deliverable being sent, along with a properly filled out Task Action Memorandum (TAM) for each product. The cover letter shall include a statement indicating to what other activities the product has been delivered. Reports are to be delivered to the COR via the TPOC for review and acceptance.

8.5.1 Task Management Plan. The Contractor shall effectively convey the task management approach intended to accomplish the effort contained in this PWS. This approach will address task organizational structure, personnel (including relevant experience) and a resource chart with corresponding labor categories and number of hours anticipated for work completion.

8.5.2 Monthly Status Report. The Contractor will provide a Monthly Status Report of all required tasks. The report will cover the period of the previous calendar month and is due to the TPOC by the 15th calendar day of the month following the reporting period. The report shall document and/or include: significant work anticipated for the next reporting period; reimbursable travel accomplished to include dates, person, location, and purpose; a Financial Status Report which includes Actual Summary of Hours and Actual Detailed Hours with a detail of hours that includes (at a minimum) employee names, skill levels, labor hours by project/module, rates, monthly costs, cumulative costs and ODCs. Contractor format is acceptable. If significant variance with either the approved schedule or budget is discovered, or an irresolvable issue is encountered, the contractor shall notify the Contracting Officer immediately and not rely on the monthly report to inform the government.

8.5.3 After Action Trip Report. The Contractor shall document the efforts performed while on travel, due within seven calendar days from trip completion. The report format may be at the Contractor's discretion, but the report may be modified at the COR's request. At a minimum, the After Action Trip Report shall include: Summary (The Contractor shall provide a summary of work, and activities, accomplished during the reporting period.); Date of

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assessment; Findings/Recommendations; Personnel Briefed; and Breakdown of travel costs, indicating amount expended and amount remaining.

8.5.4 Meeting Minutes/Conference Notes. The contractor shall take all minutes and notes for all contract related meetings and provide them to the TPOC within five days of the meeting for mutual concurrence.

8.8.5 Enterprise-wide Contractor Manpower Reporting Application (ECMRA). The contractor shall report contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract via a secure data collection site. Contracted services excluded from reporting are based on Product Service Codes (PSCs). The excluded PSCs are:

- (1) W, Lease/Rental of Equipment;
- (2) X, Lease/Rental of Facilities;
- (3) Y, Construction of Structures and Facilities;
- (4) D, Automatic Data Processing and Telecommunications, IT and Telecom Telecommunications Transmission (D304) and Internet (D322) ONLY;
- (5) S, Utilities ONLY;
- (6) V, Freight and Shipping ONLY.

The contractor is required to completely fill in all required data fields using the following web address <https://doncmra nmci.navy.mil>. Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at <https://doncmra nmci.navy.mil>.

Deliverable	Due
Task Management Plan	Within 21 days of contract start
Monthly Status Report	15 th of each month
After Action/Trip Report	Within 7 days from return of travel
Meeting Minutes/Conference Reports	Within 5 days following meeting or conference
Contractor Manpower Reporting	31 October of each performance year

Table 2: Contractor Deliverable Table

8.6 Inspection and Acceptance Criteria

Final inspection and acceptance of all work performed at the place of delivery, will be accepted by the Technical Assistant assigned by the TPOC for each task order. Results will be provided to the TPOC. Reports and other deliverables will be accepted by the TPOC and in accordance with the Quality Assurance Surveillance Plan (QASP).

8.7 Quality Assurance

The COR and TPOC will review for completeness all documentation that the Contractor submits, and may return it to the Contractor for correction. Absence of any comments by the COR or TPOC will not relieve the Contractor of the responsibility for complying with the requirements of this requirement. Final approval and acceptance of documentation required herein shall be by letter of approval and acceptance by COR. 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 the assigned task order.

8.8 Quality Assurance Surveillance Plan (QASP)

The QASP will be used primarily as a tool to verify that the Contractor is performing all services required by this PWS in a timely, accurate and complete fashion. This ensures that the Government has an effective and systematic method of surveillance for the services associated to this contract. Performance Criticality and Performance Standards (below) shall be employed.

8.8.1 Schedule. The due dates for deliverables and the actual accomplishment of the schedule will be assessed against original due dates and milestones established for the contract.

8.8.2 Deliverables. The deliverables required to be submitted will be assessed against the specifications for the deliverables detailed in the PWS for the required content, quality, timeliness and accuracy.

8.8.3 Past Performance. In addition to any schedule and deliverable aspects of performance discussed above, pursuant to FAR 42.15, the Government will assess the contractor's record of conforming to contract requirements and to standards of good workmanship, the contractor's adherence to contract schedules including the administrative aspects of performance, the contractor's history of reasonable and cooperative behavior and commitment to customer satisfaction, and the contractor's business-like concern for the interest of the customer.

8.8.4 Surveillance Methods. The primary methods of surveillance used to monitor performance under this contract will include COR & TPOC surveillance, random or planned sampling, periodic inspection and internal/external validated customer complaints.

8.8.5 Performance Measurement. Performance will be measured in accordance with the following table:

Performance Element	Performance Requirement	Surveillance Method	Frequency	Acceptable Quality Level
Contractor Quality	Activities identified by the tasks of this PWS	Inspection by COR or TPOC	Upon completion of activities	95% Compliance with the PWS.
Personnel Qualifications	Qualifications as prescribed in the PWS.	Inspection by COR and TPOC	100% inspection	100% Compliance with the PWS.
Contract Deliverables	Contract deliverables furnished as prescribed in the PWS.	Inspection by COR and TPOC	100% inspection of all contract deliverables. As Required for corrective actions.	>95% of deliverables submitted timely and without rework required
Overall Contract Performance	Overall contract performance of sufficient quality to earn a Satisfactory (or higher) rating in the COR's annual report on Contractor	Assessment by the COR and TPOC	At the end of Contract	All performance elements rated Satisfactory (or higher)

	Performance			
Invoicing	Monthly invoices per contract procedures are timely and accurate.	Review & acceptance of the invoice	Monthly	100% Accuracy

Table 3: Performance Measurement

8.8.6 Performance Requirements Summary. If performance is within the listed acceptable quality levels, it will be considered to be satisfactory. If not, overall performance may be considered unsatisfactory.

8.8.7 Incentives/Disincentives. The COR documents contractor performance in the Contractor Performance Assessment Reporting System (CPARS). The contractor's failure to achieve satisfactory performance under the contract, reflected in the COR's annual report, may result in termination of the contract and may also result in the loss of future Government contracts. The contractor's failure to achieve satisfactory performance under the contract may result in the non-exercise of available options. For each item that does not meet acceptable levels, the Government may issue a Contract Discrepancy Report (CDR). CDRs will be forwarded to the Contracting Officer with a copy sent to the contractor. The contractor must reply in writing within five work days of receipt identifying how future occurrences of the problem will be prevented. Based upon the contractor's past performance and plan to solve the problem, the Contracting Officer will determine if any further action will be taken. In accordance with the inspection of services provisions of the contract, the contractor will be incentivized to provide quality products in a timely manner since the Government can require the Contractor, at no additional cost, to replace or correct work that fails to meet contract requirements.

9.0 OTHER DIRECT COSTS (ODC).

Description	Unit Cost	Unit QTY	Total Costs	Rationale
Random Drug Testing	\$50.00	23	\$1,150	Random Drug Test 3 times during POP, 20% of FTE
Travel	N/A	N/A	\$35,000	Necessary to meet the tasks associated with the T.O.

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Emergent Tasking (Overtime)	N/A	TBD	\$37,730	Necessary to meet dynamic mission requirements associated with EOD/MDS support
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10.0 TRAVEL REQUIREMENTS.

Travel destinations are subject to change during the course of this PWS. Travel will occur in accordance with the DoD Joint Travel Regulation (JTR). The following destinations, number of trips per contract year and durations are estimated in support of this requirement:

Destination	Number of Trips	Number of People	Duration
Charleston SC	1	1	4
China Lake CA	3	1	5
Indian Head MD	2	1	4
Dahlgren, VA	1	1	3
Newport, RI	2	1	4
Fayetteville NC	1	1	3

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Washington DC	4	1	3
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11.0 DATA DELIVERABLES.

The contractor is responsible for the following deliverables. All correspondence will have the contract number on the front sheet. The COR shall review all deliverables. Deliverables deemed unacceptable shall be returned to the contractor for re-work within fifteen (15) days and shall be resubmitted by the contractor no later than five (5) days after return.

<u>Document</u>	<u>Due</u>	<u>Classification</u>
Task Order Management Plan (TOMP)	Within 21 days of TO start	Unclassified
Trip Reports	Within 10 days after travel completed	Unclassified
Monthly Status Reports	15 th of following month	Unclassified
Meeting Minutes/Conference Reports	Within 5 days following meeting or conference	Unclassified Secret
Technical Reports	As required	Unclassified Secret
Final Report	Within 15 days of PoP completion	Unclassified

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SUPTXT204-9400(1-17) Contractor Unclassified Access to Federally Controlled Facilities, Sensitive Information, Information Technology (IT) Systems or Protected Health Information

12.0 Contractor Unclassified Access to Federally Controlled Facilities, Sensitive Information, Information Technology (IT) Systems or Protected Health Information

Homeland Security Presidential Directive (HSPD)-12, requires government agencies to develop and implement Federal security standards for Federal employees and contractors. The Deputy Secretary of Defense Directive-Type Memorandum (DTM) 08-006 – “DoD Implementation of Homeland Security Presidential Directive – 12 (HSPD-12)” dated November 26, 2008 (or its subsequent DoD instruction) directs implementation of HSPD-12. This clause is in accordance with HSPD-12 and its implementing directives.

APPLICABILITY

This text applies to contractor employees requiring physical access to any area of a federally controlled base, facility or activity and/or requiring access to a DoN or DoD computer/network/system to perform certain unclassified sensitive duties. This clause also applies to contractor employees who access Privacy Act and Protected Health Information, provide support associated with fiduciary duties, or perform duties that have been identified as National Security Position, as advised by the command security manager. It is the responsibility of the responsible security officer of the command/facility where the work is performed to ensure compliance.

Each contractor employee providing services at a Navy Command under this contract is required to obtain a Department of Defense Common Access Card (DoD CAC). Additionally, depending on the level of computer/network access, the contract employee will require a successful investigation as detailed below.

ACCESS TO FEDERAL FACILITIES

Per HSPD-12 and implementing guidance, all contractor employees working at a federally controlled base, facility or activity under this clause will require a DoD CAC. When access to a base, facility or activity is required contractor employees shall in-process with the Command’s Security Manager upon arrival to the Command and shall out-process prior to their departure at the completion of the individual’s performance under the contract.

ACCESS TO DOD IT SYSTEMS

In accordance with SECNAV M-5510.30, contractor employees who require access to DoN or DoD networks are categorized as IT-I, IT-II, or IT-III. The IT-II level, defined in detail in SECNAV M-5510.30, includes positions which require access to information protected under the Privacy Act, to include Protected Health Information (PHI). All contractor employees under this contract who require access to Privacy Act protected information are therefore categorized no lower than IT-II. IT Levels are determined by the requiring activity’s Command Information Assurance Manager.

Contractor employees requiring privileged or IT-I level access, (when specified by the terms of the contract) require a Single Scope Background Investigation (SSBI) or T5 or T5R equivalent investigation , which is a higher level investigation than the National Agency Check with Law and Credit (NACLC)/T3/T3R described below. Due to the privileged system access, an investigation suitable for High Risk national security positions is required. Individuals who have access to system control, monitoring, or administration functions (e.g. system administrator, database administrator) require training and certification to Information Assurance Technical Level 1, and must be trained and certified on the Operating System or Computing Environment they are required to maintain.

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Access to sensitive IT systems is contingent upon a favorably adjudicated background investigation. When access to IT systems is required for performance of the contractor employee's duties, such employees shall in-process with the Navy Command's Security Manager and Information Assurance Manager upon arrival to the Navy command and shall out-process prior to their departure at the completion of the individual's performance under the contract. Completion and approval of a System Authorization Access Request Navy (SAAR-N) form is required for all individuals accessing Navy Information Technology resources. The decision to authorize access to a government IT system/network is inherently governmental. The contractor supervisor is not authorized to sign the SAAR-N; therefore, the government employee with knowledge of the system/network access required or the COR shall sign the SAAR-N as the "supervisor".

The SAAR-N shall be forwarded to the Command's Security Manager at least 30 days prior to the individual's start date. Failure to provide the required documentation at least 30 days prior to the individual's start date may result in delaying the individual's start date.

When required to maintain access to required IT systems or networks, the contractor shall ensure that all employees requiring access complete annual Information Assurance (IA) training, and maintain a current requisite background investigation. The Contractor's Security Representative shall contact the Command Security Manager for guidance when reinvestigations are required.

INTERIM ACCESS

The Command's Security Manager may authorize issuance of a DoD CAC and interim access to a DoN or DoD unclassified computer/network upon a favorable review of the investigative questionnaire and advance favorable fingerprint results. When the results of the investigation are received and a favorable determination is not made, the contractor employee working on the contract under interim access will be denied access to the computer network and this denial will not relieve the contractor of his/her responsibility to perform.

DENIAL OR TERMINATION OF ACCESS

The potential consequences of any requirement under this clause including denial or termination of physical or system access in no way relieves the contractor from the requirement to execute performance under the contract within the timeframes specified in the contract. Contractors shall plan ahead in processing their employees and subcontractor employees. The contractor shall insert this clause in all subcontracts when the subcontractor is permitted to have unclassified access to a federally controlled facility, federally-controlled information system/network and/or to government information, meaning information not authorized for public release.

CONTRACTORS SECURITY REPRESENTATIVE

The contractor shall designate an employee to serve as the Contractors Security Representative. Within three work days after contract award, the contractor shall provide to the requiring activity's Security Manager and the Contracting Officer, in writing, the name, title, address and phone number for the Contractors Security Representative. The Contractors Security Representative shall be the primary point of contact on any security matter. The Contractors Security Representative shall not be replaced or removed without prior notice to the Contracting Officer and Command Security Manager.

BACKGROUND INVESTIGATION REQUIREMENTS AND SECURITY APPROVAL PROCESS FOR CONTRACTORS ASSIGNED TO NATIONAL SECURITY POSITIONS OR PERFORMING SENSITIVE DUTIES

Navy security policy requires that all positions be given a sensitivity value based on level of risk factors to ensure appropriate protective measures are applied. Contractor employees under this contract are recognized as Non-Critical Sensitive [ADP/IT-II] positions when the contract scope of work require physical access to a

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federally controlled base, facility or activity and/or requiring access to a DoD computer/network, to perform unclassified sensitive duties. This designation is also applied to contractor employees who access Privacy Act and Protected Health Information (PHI), provide support associated with fiduciary duties, or perform duties that have been identified as National Security Positions. At a minimum, each contractor employee must be a US citizen and have a favorably completed NACLIC or T3 or T3R equivalent investigation to obtain a favorable determination for assignment to a non-critical sensitive or IT-II position. The investigation consists of a standard NAC and a FBI fingerprint check plus law enforcement checks and credit check. Each contractor employee filling a non-critical sensitive or IT-II position is required to complete:

- SF-86 Questionnaire for National Security Positions (or equivalent OPM investigative product)
- Two FD-258 Applicant Fingerprint Cards (or an electronic fingerprint submission)
- Original Signed Release Statements

Failure to provide the required documentation at least 30 days prior to the individual's start date shall result in delaying the individual's start date. Background investigations shall be reinitiated as required to ensure investigations remain current (not older than 10 years) throughout the contract performance period. The Contractor's Security Representative shall contact the Command Security Manager for guidance when reinvestigations are required.

Regardless of their duties or IT access requirements ALL contractor employees shall in-process with the Command's Security Manager upon arrival to the command and shall out-process prior to their departure at the completion of the individual's performance under the contract. Employees requiring IT access shall also check-in and check-out with the Navy Command's Information Assurance Manager. Completion and approval of a System Authorization Access Request Navy (SAAR-N) form is required for all individuals accessing Navy Information Technology resources. The SAAR-N shall be forwarded to the Navy Command's Security Manager at least 30 days prior to the individual's start date. Failure to provide the required documentation at least 30 days prior to the individual's start date shall result in delaying the individual's start date.

The contractor shall ensure that each contract employee requiring access to IT systems or networks complete annual Information Assurance (IA) training, and maintain a current requisite background investigation. Contractor employees shall accurately complete the required investigative forms prior to submission to the Command Security Manager. The Command's Security Manager will review the submitted documentation for completeness prior to submitting it to the Office of Personnel Management (OPM); Potential suitability or security issues identified may render the contractor employee ineligible for the assignment. An unfavorable determination is final (subject to SF-86 appeal procedures) and such a determination does not relieve the contractor from meeting any contractual obligation under the contract. The Command's Security Manager will forward the required forms to OPM for processing. Once the investigation is complete, the results will be forwarded by OPM to the DoD Central Adjudication Facility (CAF) for a determination.

If the contractor employee already possesses a current favorably adjudicated investigation, the contractor shall submit a Visit Authorization Request (VAR) via the Joint Personnel Adjudication System (JPAS) or a hard copy VAR directly from the contractor's Security Representative. Although the contractor will take JPAS "Owning" role over the contractor employee, the Command will take JPAS "Servicing" role over the contractor employee during the hiring process and for the duration of assignment under that contract. The contractor shall include the IT Position Category per SECNAV M-5510.30 for each employee designated on a VAR. The VAR requires annual renewal for the duration of the employee's performance under the contract.

BACKGROUND INVESTIGATION REQUIREMENTS AND SECURITY APPROVAL PROCESS FOR CONTRACTORS ASSIGNED TO OR PERFORMING NON-SENSITIVE DUTIES

Contractor employee whose work is unclassified and non-sensitive (e.g., performing certain duties such as lawn maintenance, vendor services, etc. ...) and who require physical access to publicly accessible areas to perform those duties shall meet the following minimum requirements:

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- Must be either a US citizen or a US permanent resident with a minimum of 3 years legal residency in the United States (as required by The Deputy Secretary of Defense DTM 08-006 or its subsequent DoD instruction) and
- Must have a favorably completed National Agency Check with Written Inquiries (NACI) or T1 investigation equivalent including a FBI fingerprint check prior to installation access.

To be considered for a favorable trustworthiness determination, the Contractor's Security Representative must submit for all employees each of the following:

- SF-85 Questionnaire for Non-Sensitive Positions
- Two FD-258 Applicant Fingerprint Cards (or an electronic fingerprint submission)
- Original Signed Release Statements

The contractor shall ensure each individual employee has a current favorably completed National Agency Check with Written Inquiries (NACI) or T1 equivalent investigation, or ensure successful FBI fingerprint results have been gained and investigation has been processed with OPM

Failure to provide the required documentation at least 30 days prior to the individual's start date may result in delaying the individual's start date.

* Consult with your Command Security Manager and Information Assurance Manager for local policy when IT-III (non-sensitive) access is required for non-US citizens outside the United States.

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SECTION D PACKAGING AND MARKING

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

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SECTION E INSPECTION AND ACCEPTANCE

Quality Assurance Surveillance Plan (QASP)

The QASP will be used primarily as a tool to verify that the Contractor is performing all services required by this PWS in a timely, accurate and complete fashion. This ensures that the Government has an effective and systematic method of surveillance for the services associated to this contract. Performance Criticality and Performance Standards (below) shall be employed.

Schedule. The due dates for deliverables and the actual accomplishment of the schedule will be assessed against original due dates and milestones established for the contract.

Deliverables. The deliverables required to be submitted will be assessed against the specifications for the deliverables detailed in the PWS for the required content, quality, timeliness and accuracy.

Past Performance. In addition to any schedule and deliverable aspects of performance discussed above, pursuant to FAR 42.15, the Government will assess the contractor's record of conforming to contract requirements and to standards of good workmanship, the contractor's adherence to contract schedules including the administrative aspects of performance, the contractor's history of reasonable and cooperative behavior and commitment to customer satisfaction, and the contractor's business-like concern for the interest of the customer.

Surveillance Methods. The primary methods of surveillance used to monitor performance under this contract will include COR & TPOC surveillance, random or planned sampling, periodic inspection and internal/external validated customer complaints.

Performance Measurement. Performance will be measured in accordance with the following table:

Performance Element	Performance Requirement	Surveillance Method	Frequency	Acceptable Quality Level
Contractor Quality	Activities identified by the tasks of this PWS	Inspection by COR or TPOC	Upon completion of activities	95% Compliance with the PWS.
Personnel Qualifications	Qualifications as prescribed in the PWS.	Inspection by COR and TPOC	100% inspection	100% Compliance with the PWS.
Contract Deliverables	Contract deliverables furnished as prescribed in the PWS.	Inspection by COR and TPOC	100% inspection of all contract deliverables. As Required for corrective actions.	>95% of deliverables submitted timely and without rework required
Overall Contract Performance	Overall contract performance of sufficient quality to earn a Satisfactory (or higher) rating in the COR's annual report on Contractor	Assessment by the COR and TPOC	At the end of Contract	All performance elements rated Satisfactory (or higher)

	Performance			
Invoicing	Monthly invoices per contract procedures are timely and accurate.	Review & acceptance of the invoice	Monthly	100% Accuracy

Table 3: Performance Measurement

Performance Requirements Summary. If performance is within the listed acceptable quality levels, it will be considered to be satisfactory. If not, overall performance may be considered unsatisfactory.

Incentives/Disincentives. The COR documents contractor performance in the Contractor Performance Assessment Reporting System (CPARS). The contractor's failure to achieve satisfactory performance under the contract, reflected in the COR's annual report, may result in termination of the contract and may also result in the loss of future Government contracts. The contractor's failure to achieve satisfactory performance under the contract may result in the non-exercise of available options. For each item that does not meet acceptable levels, the Government may issue a Contract Discrepancy Report (CDR). CDRs will be forwarded to the Contracting Officer with a copy sent to the contractor. The contractor must reply in writing within five work days of receipt identifying how future occurrences of the problem will be prevented. Based upon the contractor's past performance and plan to solve the problem, the Contracting Officer will determine if any further action will be taken. In accordance with the inspection of services provisions of the contract, the contractor will be incentivized to provide quality products in a timely manner since the Government can require the Contractor, at no additional cost, to replace or correct work that fails to meet contract requirements.

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SECTION F DELIVERABLES OR PERFORMANCE

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

8000	2/17/2018 - 2/16/2019
8001	6/17/2018 - 2/16/2019
9000	2/17/2018 - 2/16/2019
9001	2/17/2018 - 2/16/2019
9002	2/17/2018 - 2/16/2019
9003	2/17/2018 - 2/16/2019

CLIN - DELIVERIES OR PERFORMANCE

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

8000	2/17/2018 - 2/16/2019
8001	6/17/2018 - 2/16/2019
9000	2/17/2018 - 2/16/2019
9001	2/17/2018 - 2/16/2019
9002	2/17/2018 - 2/16/2019
9003	2/17/2018 - 2/16/2019

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

8100	2/17/2019 - 2/16/2020
8200	2/17/2020 - 2/16/2021
8300	2/17/2021 - 2/15/2022
8400	2/17/2022 - 2/16/2023
8500	2/17/2023 - 8/16/2023
9100	2/17/2019 - 2/16/2020
9101	2/17/2019 - 2/16/2020
9102	2/17/2019 - 2/16/2020
9103	2/17/2019 - 2/16/2020
9200	2/17/2020 - 2/16/2021
9201	2/17/2020 - 2/16/2021
9202	2/17/2020 - 2/16/2021
9203	2/17/2020 - 2/16/2021
9300	2/17/2021 - 2/16/2022
9301	2/17/2021 - 2/16/2022

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9302	2/17/2021 - 2/16/2022
9303	2/17/2021 - 2/16/2022
9400	2/17/2022 - 2/16/2023
9401	2/17/2022 - 2/16/2023
9402	2/17/2022 - 2/16/2023
9403	2/17/2022 - 2/16/2023
9500	2/17/2023 - 8/16/2023
9501	2/17/2023 - 8/16/2023
9502	2/17/2023 - 8/16/2023
9503	2/17/2023 - 8/16/2023

Services to be performed hereunder will be provided at:

- a. EODGRU TWO, JEB-Little Creek, Virginia Beach, VA
- b. EODESU TWO, JEB-Little Creek, Virginia Beach, VA
- c. EODTEU TWO, JEB-Fort Story, Virginia Beach, VA
- d. MDSU TWO, JEB-Little Creek, Virginia Beach, VA
- e. Other locations as directed by EODGRU TWO and Contracting Officer to meet mission requirements

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SECTION G CONTRACT ADMINISTRATION DATA

CONTRACT ADMINISTRATION APPOINTMENTS AND DUTIES

In order to expedite administration of this contract/order, the following delineation of duties is provided including the names, addresses and phone numbers for each individual or office as specified. The individual/position designated as having responsibility should be contacted for any questions, clarifications or information regarding the functions assigned.

1. PROCURING CONTRACTING OFFICER (PCO) is responsible for:

- a. All pre-award information, questions, or data;
- b. Freedom of Information inquiries;
- c. Change/question/information regarding the scope, terms or conditions of the basic contract document; and/or
- d. Arranging the post award conference (See FAR 42.503).

Name: Dannetta Townsend

Address: NAVSUP Fleet Logistics Center (FLC) Norfolk
1968 Gilbert St, Suite 600, Norfolk, VA 23511-3392

Phone: 757-443-1417

Email: dannetta.townsend@navy.mil

2. CONTRACT ADMINISTRATION OFFICE (CAO) is responsible for matters specified in FAR 42.302 and DFARS 242.302 except in those areas otherwise designated herein.

Name: Ricky Jennings (Administrative Contracting Officer)

Address: NAVSUP Fleet Logistics Center (FLC) Norfolk
1968 Gilbert St, Suite 600, Norfolk, VA 23511-3392

Phone: 757-443-1456

Email: ricky.jennings@navy.mil

Name: Shawnta Wells (Administrative Contract Specialist)

Address: NAVSUP Fleet Logistics Center (FLC) Norfolk
1968 Gilbert St, Suite 600, Norfolk, VA 23511-3392

Phone: 757-443-1419

Email: shawnta.wells@navy.mil

3. DEFENSE CONTRACT MANAGEMENT AGENCY (DCMA) is responsible for contract administration functions delegated by the PCO.

Not Applicable

4. PAYING OFFICE is responsible for payment of proper invoices after acceptance is documented.

Name: DFAS Cleveland (N68732)

Address:

Phone:

5. CONTRACTING OFFICERS REPRESENTATIVE/TASK ORDER MANAGER (COR/TOM) is responsible for:

- a. Liaison with personnel at the Government installation and the contractor personnel on site;
- b. Technical advice/recommendations/clarification on the statement of work;

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- c. The statement of work for delivery/task orders placed under this contract.
- d. An independent government estimate of the effort described in the definitized statement of work;
- e. Quality assurance of services performed and acceptance of the services or deliverables;
- f. Government furnished property;
- g. Security requirements on Government installation;
- h. Providing the PCO or his designated Ordering Officer with appropriate funds for issuance of the Delivery/Task order; and/or
- i. Certification of invoice for payment.

NOTE: When, in the opinion of the Contractor, the COR/TOM requests effort outside the existing scope of the contract (or delivery/task order), the Contractor shall promptly notify the Contracting Officer (or Ordering Officer) in writing. No action shall be taken by the contractor under such direction until the Contracting Officer has issued a modification to the contract or, in the case of a delivery/task order, until the Ordering Officer has issued a modification of the delivery/task order; or until the issue has otherwise been resolved. **THE COR/TOM IS NOT AN ADMINISTRATIVE CONTRACTING OFFICER AND DOES NOT HAVE THE AUTHORITY TO DIRECT THE ACCOMPLISHMENT OF EFFORT WHICH IS BEYOND THE SCOPE OF THE STATEMENT OF WORK IN THE CONTRACT OR DELIVERY/TASK ORDER.**

Name: LCDR Michael Ogden
Phone: 757-318-4400 x340
Email: michael.a.ogden@navy.mil

In the event that the COR/TOM named above is absent due to leave, illness, or official business, all responsibilities and functions assigned to the COR/TOM will be the responsibility of the alternate COR/TOM listed below:

ACOR/ATOM Name: -----N/A-----

6. TECHNICAL ASSISTANT, if assigned by the requiring activity, is responsible for providing technical assistance and support to the COR in contract administration by:

- a. Identifying contractor deficiencies to the COR;
- b. Reviewing contract/delivery/task order deliverables and recommending acceptance/rejection of deliverables;
- c. Identifying contractor noncompliance of reporting requirements;
- d. Evaluating contractor proposals for specific contracts/orders and identifying areas of concern affecting negotiations;
- e. Reviewing contractor reports providing recommendations for acceptance/rejection;
- f. Reviewing invoices for appropriateness of costs and providing recommendations to facilitate certification of the invoice;
- g. Providing COR with timely input regarding the SOW, technical direction to the contractor and recommending corrective actions; and
- h. Providing written reports to the COR as required concerning trips, meetings or conversations with the contractor.

Name: -----N/A-----

Address: -----

Phone: -----

(End of text)

**CONTRACT ADMINISTRATION PLAN (CAP)
FOR FIXED PRICE CONTRACTS**

In order to expedite the administration of this contract, the following delineation of duties is provided. The names, addresses and phone numbers for these offices or individuals are included elsewhere in the contract award document. The office or individual designated as having responsibility should be contacted for any questions, clarifications, or information regarding the administration function assigned.

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1. The Procuring Contract Office (PCO) is responsible for:

- a. All pre-award duties such as solicitation, negotiation and award of contracts.
- b. Any information or questions during the pre-award stage of the procurement.
- c. Freedom of Information inquiries.
- d. Changes in contract terms and/or conditions.
- e. Post award conference.

2. The Contract Administration Office (CAO) is responsible for matters specified in the FAR 42.302 and DFARS 42.302 except those areas otherwise designated as the responsibility of the Contracting Officer's Representative (COR) or someone else herein.

3. The paying office is responsible for making payment of proper invoices after acceptance is documented.

4. The Contracting Officer's Representative (COR) is responsible for interface with the contractor and performance of duties such as those set forth below. It is emphasized that only the PCO/CAO has the authority to modify the terms of the contract. In no event will any understanding, agreement, modification, change order, or other matter deviating from the terms of the basic contract 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 scope of the contract is requested, the contractor shall promptly notify the PCO in writing. No action may be taken by the contractor unless the PCO or CAO has issued a contractual change. The COR duties are as follows:

a. Technical Interface

(1) The COR is responsible for all Government technical interface concerning the contractor and furnishing technical instructions to the contractor. These instructions may include: technical advice/recommendations/clarifications of specific details relating to technical aspects of contract requirements; milestones to be met within the general terms of the contract or specific subtasks of the contract; or, any other interface of a technical nature necessary for the contractor to perform the work specified in the contract. The COR is the point of contact through whom the contractor can relay questions and problems of a technical nature to the PCO.

(2) The COR is prohibited from issuing any instruction which would constitute a contractual change. The COR shall not instruct the contractor how to perform. If there is any doubt whether technical instructions contemplated fall within the scope of work, contact the PCO for guidance before transmitting the instructions to the contractor.

b. Contract Surveillance

(1) The COR shall monitor the contractor's performance and progress under the contract. In performing contract surveillance duties, the COR should exercise extreme care to ensure that he/she does not cross the line of personal services. The COR must be able to distinguish between surveillance (which is proper and necessary) and supervision (which is not permitted). Surveillance becomes supervision when you go beyond enforcing the terms of the contract. If the contractor is directed to perform the contract services in a specific manner, the line is being crossed. In such a situation, the COR's actions would be equivalent to using the contractor's personnel as if they were government employees and would constitute transforming the contract into one for personal services.

(2) The COR shall monitor contractor performance to see that inefficient or wasteful methods are not being used. If such practices are observed, the COR is responsible for taking reasonable and timely action to alert the contractor and the PCO to the situation.

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(3) The COR will take timely action to alert the PCO to any potential performance problems. If performance schedule slippage is detected, the COR should determine the factors causing the delay and report them to the PCO, along with the contractor's proposed actions to eliminate or overcome these factors and recover the slippage. Once a recovery plan has been put in place, the COR is responsible for monitoring the recovery and keeping the PCO advised of progress.

(4) If the Contractor Performance Assessment Reporting System (CPARS) is applicable to the contract you are responsible for completing a Contractor Performance Assessment Report (CPAR) in the CPARS Automated Information System (AIS). The initial CPAR, under an eligible contract, must reflect evaluation of at least 180 days of contractor performance. The completed CPAR, including contractor comments if any, (NOTE: contractors are allowed 30 days to input their comments) should be available in the CPARS AIS for reviewing official (PCO) review no later than 270 days after start of contract performance. Subsequent CPARs covering any contract option periods should be ready at 1-year intervals thereafter.

c. Invoice Review and Approval/Inspection and Acceptance

(1) The COR is responsible for quality assurance of services performed and acceptance of the services or deliverables. The COR shall expeditiously review copies of the contractor's invoices or vouchers, certificate of performance and all other supporting documentation to determine the reasonableness of the billing. In making this determination, the COR must take into consideration all documentary information available and any information developed from personal observations.

(2) The COR must indicate either complete or partial concurrence with the contractor's invoice/voucher by executing the applicable certificate of performance furnished by the contractor. The COR must be cognizant of the invoicing procedures and prompt payment due dates detailed elsewhere in the contract.

(3) The COR will provide the PCO and the CAO with copies of acceptance documents such as Certificates of Performance.

(4) The COR shall work with the Contractor to obtain and execute a final invoice no more than 60 days after completion of contract performance. The COR shall ensure that the invoice is clearly marked as a "Final Invoice."

d. Contract Modifications. The COR is responsible for developing the statement of work for change orders or modifications and for preparing an independent government cost estimate of the effort described in the proposed statement of work.

e. Administrative Duties

(1) The COR shall take appropriate action on technical correspondence pertaining to the contract and for maintaining files on each contract. This includes all modifications, government cost estimates, contractor invoices/vouchers, certificates of performance, DD 250 forms and contractor's status reports.

(2) The COR shall maintain files on all correspondence relating to contractor performance, whether satisfactory or unsatisfactory, and on trip reports for all government personnel visiting the contractor's place of business for the purpose of discussing the contract.

(3) The COR must take prompt action to provide the PCO with any contractor or technical code request for change, deviation or waiver, along with any supporting analysis or other required documentation.

f. Government Furnished Property. When government property is to be furnished to the contractor, the COR will take the necessary steps to insure that it is furnished in a timely fashion and in proper condition for use. The COR will maintain adequate records to ensure that property furnished is returned and/or that material has been

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consumed in the performance of work.

- g. Security. The COR is responsible for ensuring that any applicable security requirements are strictly adhered to.
- h. Standards of Conduct. The COR is responsible for reading and complying with all applicable agency standards of conduct and conflict of interest instructions.
- i. Written Report/Contract Completion Statement.

(1) The COR is responsible for timely preparation and submission to the PCO, of a written, annual evaluation of the contractors performance. The report shall be submitted within 30 days prior to the exercise of any contract option and 60 days after contract completion. The report shall include a written statement that services were received in accordance with the Contract terms and that the contract is now available for close-out. The report shall also include a statement as to the use made of any deliverables furnished by the contractor.

(2) If the Contractor Performance Assessment Reporting System (CPARS) is applicable to the contract you are responsible for completing a final Contractor Performance Assessment Report (CPAR) in the CPARS with 30 days of contract completion.

(3) The COR is responsible for providing necessary assistance to the Contracting Officer in performing Contract Close-out in accordance with FAR 4.804, Closeout of Contract Files.

5. The Technical Assistant (TA), if appointed, is responsible for providing routine administration and monitoring assistance to the COR. The TA does not have the authority to provide any technical direction or clarification to the contract. Duties that may be performed by the TA are as follows:

- a. Identify contractor deficiencies to the COR.
- b. Review contract deliverables, recommend acceptance/rejection, and provide the COR with documentation to support the recommendation.
- c. Assist in preparing the final report on contractor performance for the applicable contract in accordance with the format and procedures prescribed by the COR.
- d. Identify contract noncompliance with reporting requirements to the COR.
- e. Review contractor status and progress reports, identify deficiencies to the COR, and provide the COR with recommendations regarding acceptance, rejection, and/or Government technical clarification requests.
- f. Review invoices and provide the COR with recommendations to facilitate COR certification of the invoice.
- g. Provide the COR with timely input regarding technical clarifications for the statement of work, possible technical direction to provide the contractor, and recommend corrective actions.
- h. Provide detailed written reports of any trip, meeting, or conversation to the COR subsequent to any interface between the TA and contractor.

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013)

(1) Document type. The Contractor shall use the following document type(s).

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2-IN-1

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

GOVERNMENT

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table*

Pay Official DoDAAC	HQ0339
Issue By DoDAAC	N00189
Admin DoDAAC	N00189
Inspect By DoDAAC	Not Applicable

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Ship To Code	Not Applicable
Ship From Code	Not Applicable
Mark For Code	Not Applicable
Service Approver DoDAAC	V55322

Service Acceptor DoDAAC	V55322
Accept at Other DoDAAC	V55322
LPO DoDAAC	V55322
DCAA Auditor DoDAAC	Not Applicable

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Other DoDAAC(s)	Not Applicable
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(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the e-mail address identified below in the "Send Additional Email Notifications" field of WAWF once a document is submitted in the system.

Patrick.cave@navy.mil

Michael.a.ogden@navy.mil

(g) WAWF point of contacts.

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contacts.

Not applicable

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.
(End of clause)

Accounting Data

SLINID	PR Number	Amount
800001	N4027318RC012AD	██████████
LLA :		
AA 1781804 60CC 252 4582A D 060951 2D C012AD 40273837MGAQ		
9000	N4027318RC012AD	██████████
LLA :		
AA 1781804 60CC 252 4582A D 060951 2D C012AD		
9001	N4027318RC012AD	██████████
LLA :		
AA 1781804 60CC 252 4582A D 060951 2D C012AD 40273837MGAQ		
9002	N4027318RC012AD	██████████
LLA :		
AA 1781804 60CC 252 4582A D 060951 2D C012AD		

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BASE Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD P00001

800001 N4027318RC012AD [REDACTED]
LLA :
AA 1781804 60CC 252 4582A D 060951 2D C012AD 40273837MGAQ

MOD P00001 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD P00002 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD P00003

8001 N4027318RC012AD [REDACTED]
LLA :
AA 1781804 60CC 252 4582A D 060951 2D C012AD 40273837MGAQ

9000 N4027318RC012AD [REDACTED]
LLA :
AA 1781804 60CC 252 4582A D 060951 2D C012AD

9001 N4027318RC012AD [REDACTED]
LLA :
AA 1781804 60CC 252 4582A D 060951 2D C012AD 40273837MGAQ

9003 N4027318RC012AD [REDACTED]
LLA :
AA 1781804 60CC 252 4582A D 060951 2D C012AD 40273837MGAQ

MOD P00003 Funding [REDACTED]
Cumulative Funding [REDACTED]

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SECTION H SPECIAL CONTRACT REQUIREMENTS

REIMBURSEMENT OF TRAVEL COST (SEP 2015)

(a) Travel

(1) 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 needed arrangements for his personnel. This includes but is not limited to the following:

- Medical Examinations
- Immunization
- Passports, visas, etc.
- Security Clearances

All contractor personnel required to perform work on any U.S. Navy vessel will have to obtain boarding authorization from the Commanding Officer of the vessel prior to boarding.

(2) Travel Policy. The Government will reimburse the contractor for allowable travel costs incurred by the contractor in performance of the contract and determined to be in accordance with FAR subpart 31.2, subject to the following provisions:

Travel required for tasks assigned under this contract shall be governed in accordance with rules set forth for temporary duty travel in FAR 31.205-46.

(3) Travel. Travel, subsistence, and associated labor charges for travel time are authorized, whenever a task assignment requires work to be accomplished at a temporary alternate worksite.

Travel performed for personal convenience and daily travel to and from work at contractor's facility will not be reimbursed.

(4) Per Diem. Per Diem for travel on work assigned under this contract will be reimbursed to employees consistent with company policy, but not to exceed the amount authorized in the Department of Defense Joint Travel Regulations.

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

(6) Air/Rail Travel. In rendering the services, the contractor shall be reimbursed for the actual costs of transportation incurred by its personnel not to exceed the cost of tourist class rail, or plane fare, to the extent that such transportation is necessary for the performance of the services hereunder and is authorized by the Ordering Officer. Such authorization by the Ordering Officer shall be indicated in the order or in some other suitable written form.

NOTE: To the maximum extent practicable without the impairment of the effectiveness of the mission, transportation shall be tourist class. In the event that only first class travel is available, it will be allowed, provided justification therefore is fully documented and warranted.

(7) Private Automobile. The use of privately owned conveyance within the continental United States by the traveler will be reimbursed to the contractor at the mileage rate allowed by Joint Travel Regulations. Authorization for the use of privately owned conveyance shall be indicated on the order. Distances traveled between points shall be shown in standard highway mileage guides. Any deviations from distance shown in such standard mileage guides shall be explained by the traveler on his expense sheet.

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(8) Car Rental. The contractor shall be entitled to reimbursement for car rental, exclusive of mileage charges, as authorized by each order, when the services are required to be performed outside the normal commuting distance from the contractor's facilities. Car rental for TDY teams will be limited to a rate of one car for every four (4) persons on TDY at one site.

252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (APR 2014)

(a) Contract line items **8000 & 9000-9002** are incrementally funded. For these items, the sum of [REDACTED] of the total price is presently available for payment and allotted to this contract. An allotment schedule is set forth in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause, or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT".

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraph (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled

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"DEFAULT." The provisions of this clause are limited to work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) or (e) of this clause.

(h) Nothing in this clause affects the right of the Government to this contract pursuant to the clause of this contract entitled "TERMINATION FOR CONVENIENCE OF THE GOVERNMENT."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of this order: [REDACTED]

The remainder of funds for this order is [REDACTED]

(End of clause)

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SECTION I CONTRACT CLAUSES

IN ADDITION TO THE TERMS AND CONDITIONS CONTAINED WITHIN THE SEAPORT-E MULTIPLE AWARD CONTRACTS (MACs), THE FOLLOWING CLAUSES ARE INCORPORATED BY REFERENCE:

52.203-19	Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements	JAN 2017
52.204-16	Commercial and Government Entity Code Reporting	JUL 2016
52.204-18	Commercial and Government Entity Code Maintenance	JUL 2016
52.222-40	Notification of Employee Rights Under the National Labor Relations Act	DEC 2010
52.222-55	Minimum Wages Under Executive Order 13658	DEC 2015
52.222-57	Representation Regarding Compliance With Labor Laws (Executive Order 13673)	DEC 2016
52.222-59	Compliance with Labor Laws (Executive Order 13673)	DEC 2016
52.222-60	Paycheck Transparency (Executive Order 13673)	OCT 2016
52.232-40	Providing Accelerated Payments to Small Business Subcontractors	DEC 2013
52.233-3	Protest After Award	AUG 1996
52.237-2	Protection Of Government Buildings, Equipment, And Vegetation	APR 1984
252.223-7006	Prohibition On Storage, Treatment, and Disposal of Toxic or Hazardous Materials	SEP 2014

IN ADDITION TO THE TERMS AND CONDITIONS CONTAINED WITHIN THE SEAPORT-E MAC, THE FOLLOWING CLAUSES ARE INCORPORATED BY FULL TEXT:

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 1 day.

(End of clause)

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

(a) The Government may extend the term of this contract by written notice to the Contractor within 1 day; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

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

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 66 months.

(End of clause)

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52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 2014)

In compliance with the Service Contract Labor Standards statute and the regulations of the Secretary of Labor (29 CFR part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

THIS STATEMENT IS FOR INFORMATION ONLY: IT IS NOT A WAGE DETERMINATION
Employee Class Monetary Wage-Fringe Benefits

Labor Category	GS Equivalent
Training Range Maintenance and Repair (Carpenter)	GS9
Vehicle Mechanic	GS9
Dive TOA SME	GS12
EOD TOA Coordinator	GS13

MDSU TOA SME	GS12
Boat Mechanic	GS9
AA&E SME	GS9
EOD TOA Integrated Logistics Overhaul Support	GS7
Dive TOA Logistics Support	GS11
EOD Logistics Support and Inventory Mgt	GS9
EOD Robotics Technician	GS11

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Program Management	GS13

(End of clause)

52.232-18 AVAILABILITY OF FUNDS (APR 1984)

Funds are not presently available for this contract. The Government's obligation under this contract is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for this contract and until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer.

(End of clause)

252.204-7006 BILLING INSTRUCTIONS (OCT 2005)

When submitting a request for payment, the Contractor shall--

- (a) Identify the contract line item(s) on the payment request that reasonably reflect contract work performance; and
- (b) Separately identify a payment amount for each contract line item included in the payment request.

(End of clause)

252.204-0004 Line Item Specific: by Fiscal Year. (SEP 2009)

The payment office shall make payment using the oldest fiscal year appropriations first, exhausting all funds in the previous fiscal year before disbursing from the next fiscal year. In the event there is more than one ACRN associated with the same fiscal year, the payment amount shall be disbursed from each ACRN within a fiscal year in the same proportion as the amount of funding obligated for each ACRN within the fiscal year.

(End of clause)

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SECTION J LIST OF ATTACHMENTS

Wage Determination

FORM DD254