

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE U	PAGE OF PAGES 1 2
2. AMENDMENT/MODIFICATION NO. 01	3. EFFECTIVE DATE 23-Sep-2010	4. REQUISITION/PURCHASE REQ. NO. N3188B10RCRE277	5. PROJECT NO. (If applicable) N/A
6. ISSUED BY FISC Norfolk, Contracting Dept Philadelphia 700 Robbins Avenue, Bldg. 2B Philadelphia PA 19111-5083	CODE N00189	7. ADMINISTERED BY (If other than Item 6) DCMA HAMPTON 2000 Enterprise Parkway, Suite 200 Hampton VA 23666	CODE S5111A

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8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) Phoenix Group of Virginia, Incorporated 630 C Woodlake Drive, Suite C Chesapeake VA 23320-8926	9A. AMENDMENT OF SOLICITATION NO.
	9B. DATED (SEE ITEM 11)
	10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-05-D-4626-EX01
	10B. DATED (SEE ITEM 13) 16-Sep-2010
CAGE CODE 4YUB2	FACILITY CODE 803042782

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.

<input type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input checked="" type="checkbox"/>	D. OTHER (Specify type of modification and authority) Pursuant to FAR 52.232-22 Limitation of Funds

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

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

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
15B. CONTRACTOR/OFFEROR		16B. UNITED STATES OF AMERICA	
15C. DATE SIGNED		16C. DATE SIGNED	
(Signature of person authorized to sign)		BY (Signature of Contracting Officer)	

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GENERAL INFORMATION

The purpose of this modification is to provide additional funding for Analytical Support ... Accordingly, said Task Order is modified as follows: Labor is increased by [REDACTED] and Travel is increased by [REDACTED] conformed copy of this Task Order is attached to this modification for informational purposes only.

A. Subject to the General Provisions of the clause entitled, FAR 52.232-20 Limitation Of Cost, (APR 1984), this task order is fully funded and the amount currently available for payment hereunder is limited to \$ [REDACTED], inclusive of fee.

B. The other terms and conditions of the task order remain unchanged. The total estimated cost plus fixed fee amount of the task order remains [REDACTED]

C. The FISC Norfolk, Contracting Department, Philadelphia Office point of contact for this document is [REDACTED], or by email at [REDACTED].

The Line of Accounting information is hereby changed as follows:

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

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
400001	RDT&E	[REDACTED]		
600001	RDT&E	[REDACTED]		

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

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
4000	Analytical Support provided to: USJFCOM JCD&E Directorate (RDT&E)		1.0 LY			
400001	RCP N3188B10RCRE277 (RDT&E)					
4001	CDRL, Not Separately Priced.					

Item	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
4002	Analytical Support provided to: USJFCOM JCD&E Directorate (RDT&E) Option		1.0 LY			
4003	CDRL, Not Separately Priced					

Item	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
4004	Analytical Support provided to: USJFCOM JCD&E Directorate (RDT&E) Option		1.0 LY			
4005	CDRL, Not Separately Priced.					

For ODC Items:

Item	Supplies/Services	Qty	Unit	Est. Cost
6000	Travel in support of CLIN 4000.		1.0 Lot	

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(RDT&E)

600001 RCP
N3188B10RCRE277
(RDT&E)

6001 Travel in support 1.0 Lot [REDACTED]
of CLIN 4002.
(RDT&E)
Option

6002 Travel in support 1.0 Lot [REDACTED]
of CLIN 4004.
(RDT&E)
Option

LEVEL OF EFFORT (COST TYPE CONTRACT)(JUN 1995)

(a) The level of effort for the performance of this contract during the period from the start of contract performance to 12 months thereafter is based upon 19,937 estimated manhours of direct labor. If all options are exercised by the government, the level of effort for the performance of this contract will be increased by an additional 39,874 estimated manhours of direct labor, for a total level of effort of 59,811 estimated manhours of direct labor (hereinafter referred to as the "Estimated Total Hours").

(b) The estimated composition by labor category of the Estimated Total Hours is as follows:

Labor Category	Base Year Hours	Option Year I	Option Year II
Analyst	11,962	11,962	11,962
M&S Analyst	5,981	5,981	5,981
C2/Network Analyst	1,994	1,994	1,994
TOTALS:	19,937	19,937	19,937

(c) The Estimated Total Hours include overtime* and subcontracting hours but exclude holidays, sick leave, vacation days and other absences.

(d) The number of manhours expended per month shall be commensurate with the effort ordered and the required delivery date of such effort. The number of manhours expended per month may fluctuate in pursuit of the technical objective, provided that such fluctuation does not result in the utilization of the total manhours of effort prior to the expiration of the term thereof. The number of manhours for any labor category may be utilized by the contractor for any other labor category if necessary in performance of the contract.

(e) The contractor shall not be obligated to continue performance beyond the Estimated Total Hours, except that the Contracting Officer may require the contractor to continue performance in excess of the Estimated Total Hours until the total estimated cost has been expended. The government will not be obligated to pay fee on any hours expended in excess of the Estimated Total Hours. Any hours expended in excess of the Estimated Total Hours shall be excluded from all fee computations and adjustments. The Contracting Officer

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may also require the contractor to continue performance in excess of the total estimated cost until the Estimated Total Hours have been expended. In no event, however, will the Contracting Officer, pursuant to this paragraph

(e), require the contractor to continue performance in excess of the Estimated Total hours if the Contracting Officer is requiring or has required the contractor to continue performance in excess of the total estimated cost. Nor will the Contracting Officer, pursuant to this paragraph (e), require the contractor to continue performance in excess of the total estimated cost if the Contracting Officer is requiring or has required the contractor to continue performance in excess of the Estimated Total Hours. The Contracting Officer may extend the period of performance in order to expend either the total estimated cost or the Estimated Total Hours. If this contract is subject to the Service Contract Act, in no event will the Contracting Officer, pursuant to this paragraph (e), extend the period of performance such that the period of performance, as extended, will exceed five years.

(f) If at any time during the performance of this contract the contractor expends in excess of 85% of the available estimated manhours of direct labor, the contractor shall immediately notify the Contracting Officer in writing. Nothing herein shall be construed to alter or waive any of the rights or obligations of either party pursuant to the clause entitled "Limitation of Cost" and/or "Limitation of Funds."

(End of Provision)

PAYMENT OF FIXED FEE (INDEFINITE DELIVERY, COST PLUS FIXED FEE) (OCT 1992)

The fixed fee for work performed under this Task Order is ___*___ provided that approximately ___*___ hours of technical effort are employed by the contractor in performance of this Task Order. If substantially fewer than ___*___ hours of said services are so employed, the fixed fee shall be equitably reduced to reflect the reduction of work. The Government shall make monthly payments of the fixed fee at the rate of \$ ___*___ per direct labor hour invoiced by the contractor. All payments shall be in accordance with the provisions of FAR 52.216-8, "Fixed Fee," and FAR 52.216-7, "Allowable Cost and Payment." The total of all such payments shall not exceed eighty-five (85%) percent of the fixed fee specified under each applicable delivery/task order. Any balance of fixed fee due the contractor shall be paid to the Contractor, and any over-payment of fixed fee shall be repaid to the Government by the Contractor, or otherwise credited to the Government at the time of final payment.

	Fixed Fee Amounts	Total Estimated Hours	Hourly Fixed Fee Rate
Base (Lot I)	██████████	19,937	██████████
Option Year I (Lot II)	██████████	19,937	██████████
Option Year II (Lot III)	██████████	19,937	██████████

(End of Provision)

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

Performance-Based Work Statement

for

United States Joint Forces Command (USJFCOM)

Joint Concept Development & Experimentation J9 Support

Delivery Order #

Analytic Support to Experimentation Support Group

1.0 OBJECTIVE: This performance-based work statement (PBWS) specifies the analytic tasks to be performed, deliverables to be provided and performance objectives required in support of the Research and Analysis Department of the Experimentation Support Group in J9. The analytic support is integral to the Joint Concept Development and Experimentation (JCD&E) mission. JCD&E leads the development of emerging joint concepts, conducts and enables joint experimentation and coordinates Department of Defense (DOD) Joint Concept Development and Experimentation efforts in order to provide joint capabilities to support the current and future Joint Force Commander in meeting security challenges.

1.1 Scope: The contractor shall provide analytic support to joint experimentation in the following areas:

1.1.1 Project selection and framework development (PBWS section 2.2);

1.1.2 Perform all aspects of project analysis (up to two selected projects) (PBWS section 2.3);

1.1.3 Provide support to emerging analysis requirements (PBWS section 2.4);

1.1.4 Support project leads with additional analysis expertise (up to eight projects) (PBWS section 2.5);

1.1.5 Support the development of analysis standards and best practices (PBWS section 2.6).

2.0 REQUIREMENTS: The contractor shall provide non-personal concept development and experimentation support necessary to successfully satisfy the requirements and performance objectives of the performance based work statement. The analysis support provided by the contractor shall be scientifically defensible, have quantitative, computational and qualitative analytic rigor, meet analysis standards and best practices, and be reviewed by J9 leadership. The contractor shall provide analysts with qualifications and experience as described below.

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ANALYST DUTIES:

Conduct quantitative and qualitative analysis of Joint Experimentation concepts and events. Validate experiment objectives, redefine objectives in terms of measurable outcomes using Measures of Effectiveness (MOE) and Measures of Performance (MOP), and develop data collection and analysis plans to ensure analytically sound recommendations from each experiment. Responsible for the use of scientific methods and techniques to plan for assessment and data collection during experiment operations. Research and review future concepts and devise new experimentation concepts or techniques to support the design, analysis, and assessment of operational experiments. Analyze experiment observations and results using data analysis and data visualization tools and techniques, and use the results to prove or disprove the experiment hypothesis. Provide an initial after action report and well as detailed analysis for the final experiment report. Support the development of analysis standards and best practices.

ANALYST QUALIFICATIONS:

All of the following qualifications are required.

- MA/MS from an accredited college or University in Operations Research, Mathematics or Applied Mathematics, Systems Analysis, Systems Engineering, or Industrial and Systems Engineering is required. Other equivalent degrees will be considered if a description of how the degree meets the intent of the requirement is provided.
- Demonstrated ability to conduct research to support problem and requirements definition and selection
- Demonstrated ability to determine required measures and data requirements to rigorously explore experimental questions
- Knowledge and experience in data collection techniques and storage methods
- Demonstrated ability and expert knowledge of rigorous quantitative and qualitative data analysis techniques
- Demonstrated ability and expert knowledge in choice and application of appropriate statistical tests
- Demonstrated ability to visualize data to effectively convey experimental results
- Demonstrated ability to provide effective briefings to senior leadership and team members on the analysis plan, data requirements, data collection, analysis processes, and analysis results
- Demonstrated ability and experience in formulating analysis reports

Each Analyst must also meet at least three of the following qualifications:

- Minimum three years of joint or Service experimentation experience. Experience as an intelligence analyst, observer trainer or in training planning is not sufficient.

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- Minimum ten years of active duty and/or reserve military experience in any warfare specialty.
- Demonstrated knowledge and experience in development of conceptual models leading to the design of experiments
- Knowledge and experience in analytical framework definition and design of experiments which mathematically and qualitatively analyze relevant solutions
- Demonstrated knowledge and experience in survey instrument design
- Demonstrated knowledge and experience in data collection, analysis and visualization tools
- PhD from an accredited college or University in Operations Research, Mathematics or Applied Mathematics, Systems Analysis, Systems Engineering, or Industrial and Systems Engineering.

MODELING AND SIMULATION (M&S) ANALYST DUTIES:

Analyzes requirements, provides recommendations to project leads, and performs the analytical aspects of the use of M&S to resolve research questions. Conduct quantitative and qualitative analysis of Joint Experimentation concepts and events. Validate experiment objectives, redefine objectives in terms of measurable outcomes using Measures of Effectiveness (MOE) and Measures of Performance (MOP), and develop data collection and analysis plans to ensure analytically sound recommendations from each experiment. Responsible for the use of scientific methods and techniques to plan for assessment and data collection during experiment operations. Research and review future concepts and devise new experimentation concepts or techniques to support the design, analysis, and assessment of operational experiments. Analyze experiment observations and results using data analysis and data visualization tools and techniques, and use the results to prove or disprove the experiment hypothesis. Provide an initial after action report and well as detailed analysis for the final experiment report. Support the development of analysis standards and best practices.

MODELING AND SIMULATION (M&S) ANALYST QUALIFICATIONS:

All of the following qualifications are required.

- MA/MS from an accredited college or University in Operations Research, Mathematics or Applied Mathematics, Systems Analysis, Systems Engineering, Modeling and Simulation, or a degree focused on using Modeling and Simulation for analyses, e.g. Simulation Modeling and Analysis is required. Other equivalent degrees will be considered if a description of how the degree meets the intent of the requirement is provided.
- Demonstrated ability to conduct research to support problem and requirements definition and selection
- Demonstrated ability to determine required measures and data requirements to rigorously explore experimental questions
- Knowledge and experience in data collection techniques and storage methods

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- Demonstrated ability and expert knowledge of rigorous quantitative and qualitative data analysis techniques
- Demonstrated ability and expert knowledge in choice and application of appropriate statistical tests
- Demonstrated ability to visualize data to effectively convey experimental results
- Demonstrated ability to provide effective briefings to senior leadership and team members on the analysis plan, data requirements, data collection, analysis processes, and analysis results
- Demonstrated ability and experience in formulating analysis reports
- Demonstrated knowledge and experience in modeling and simulation (M&S) requirements and analysis and capable of asserting analytic requirements (oral and written)
- Demonstrated experience in the selection of the modeling and simulation environment leading to the resolution of project research questions.
- Demonstrated experience in the use of constructive and human-in-the-loop (HITL) models and simulation to resolve research questions
- Demonstrated experience in integrating the results of constructive and HITL models and simulations to resolve research questions
- Demonstrated experience in Verification and Validation of M&S leading to the accreditation of experimentation
- Demonstrated ability to converse intelligently on the capabilities and limitations of M&S

Each M&S Analyst must also meet at least three of the following qualifications:

- Minimum three years of joint or Service experimentation experience. Experience as an intelligence analyst, observer trainer or in training planning is not sufficient.
- Minimum ten years of active duty and/or reserve military experience in any warfare specialty.
- Demonstrated knowledge and experience in development of conceptual models leading to the design of experiments
- Knowledge and experience in analytical framework definition and design of experiments which mathematically and qualitatively analyze relevant solutions
- Demonstrated knowledge and experience in survey instrument design
- Demonstrated knowledge and experience in data collection, analysis and visualization tools
- PhD from an accredited college or university in Operations Research, Mathematics or Applied Mathematics, Systems Analysis, Systems Engineering, Modeling and Simulation, or a degree focused on

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using Modeling and Simulation for analyses, e.g. Simulation Modeling and Analysis.

COMMAND AND CONTROL (C2) / NETWORK ANALYST DUTIES:

Analyzes requirements, provides recommendations to project leads, and performs all analytical aspects of the use and integration of Command and Control systems to resolve research questions. Analyzes requirements, provides recommendations to project leads, and performs all analytical aspects of network bandwidth utilization. Conduct quantitative and qualitative analysis of Joint Experimentation concepts and events. Validate experiment objectives, redefine objectives in terms of measurable outcomes using Measures of Effectiveness (MOE) and Measures of Performance (MOP), and develop data collection and analysis plans to ensure analytically sound recommendations from each experiment. Responsible for the use of scientific methods and techniques to plan for assessment and data collection during experiment operations. Research and review future concepts and devise new experimentation concepts or techniques to support the design, analysis, and assessment of operational experiments. Analyze experiment observations and results using data analysis and data visualization tools and techniques, and use the results to prove or disprove the experiment hypothesis. Provide an initial after action report and well as detailed analysis for the final experiment report. Support the development of analysis standards and best practices.

COMMAND AND CONTROL (C2) / NETWORK ANALYST QUALIFICATIONS:

All of the following qualifications are required.

- MA/MS from an accredited college or university in Operations Research, Mathematics or Applied Mathematics, Systems Analysis, Systems Engineering, Software Engineering, Information Architecture, Command and Control, Internet Engineering, Computer Science, Information Systems, Knowledge Management, Industrial and Systems Engineering or Information Knowledge Management is required. Other equivalent degrees will be considered if a description of how the degree meets the intent of the requirement is provided.
- Demonstrated ability to conduct research to support problem and requirements definition and selection
- Demonstrated ability to determine required measures and data requirements to rigorously explore experimental questions
- Knowledge and experience in data collection techniques and storage methods
- Demonstrated ability and expert knowledge of rigorous quantitative and qualitative data analysis techniques
- Demonstrated ability and expert knowledge in choice and application of appropriate statistical tests
- Demonstrated ability to visualize data to effectively convey experimental results
- Demonstrated ability to provide effective briefings to senior leadership and team members on the analysis plan, data requirements, data collection, analysis processes, and analysis results

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- Demonstrated ability and experience in formulating analysis reports
- Demonstrated knowledge and experience in command and control systems analysis
- Demonstrated knowledge and experience in network architectures analysis
- Demonstrated knowledge and experience in network performance analysis

Each C2 / Network Analyst must also meet at least three of the following qualifications:

- Minimum three years of joint or Service experimentation experience. Experience as an intelligence analyst, observer trainer or in training planning is not sufficient.
- Minimum ten years of active duty and/or reserve military experience in any warfare specialty.
- Demonstrated knowledge and experience in development of conceptual models leading to the design of experiments
- Knowledge and experience in analytical framework definition and design of experiments which mathematically and qualitatively analyze relevant solutions
- Demonstrated knowledge and experience in survey instrument design
- Demonstrated knowledge and experience in data collection, analysis and visualization tools
- PhD from an accredited college or University in operations research, systems analysis or mathematics (or equivalent degree enabling command and control/network analysis expertise)

2.1 Basic Requirement:

Ensure sufficient analytical rigor to effectively explore experimental questions and support experimental results; produce mathematically and qualitatively relevant analysis; and produce credible transition products recognized as legitimate by transition agents. Ensure the work meets quantitative, computational and qualitative analysis standards and best practices. Current practices are discussed in The Logic of Warfighting Experiments, Code of Best Practice Experimentation, Code of Best Practice Campaigns of Experimentation, TTCP Guide for Understanding and Implementing Defense Experimentation (GUIDEx), Manual for Joint Concept Development and Experimentation (CJCSM 3010.02), and the USJFCOM J9 Analysis Standards and Tools (AS&T) Division portal page (<https://us.jfcom.mil/sites/J9/EG/RAA/AST/default.aspx>). Develop and test improved standards to increase quantitative and qualitative analytical rigor.

2.2 Project Selection and Framework Development: Support development of the program of experimentation, project selection and project framework development (Statement of the problem,

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Outcomes, Objectives, Products and Activities (SOOPA)).

2.2.1 Support assessment of experimentability of proposed Warfighter Challenges (WFC)s. Perform foundational research for the purpose of supporting the selection of current and future year joint experimentation projects.

2.2.2 Conduct work program/gap analysis of candidate projects.

2.2.2.1 Identify the current state of the project area, potential research partners, and efforts that can be leveraged.

2.2.2.2 Review and analyze current doctrine, archive of JCD&E Enterprise experimentation results, on-going operations, and lessons learned/observations.

2.2.2.3 Identify and analyze known threats, problems, potential solutions and knowledge gaps.

2.2.2.4 Research and analyze potential science and technology components of the project.

2.2.2.5 Review and analyze commercial and academic work bearing on science and technology and potential solutions.

2.2.2.6 Organize research findings along lines of doctrine, organizational structures, training, material, leadership and education, personnel, facility and policy (DOTMLPF-P) lines as required.

2.2.3 Develop the analytical aspects of project proposals. Conduct initial problem definition to support development / selection of final project proposals and SOOPA framework for those projects.

2.2.3.1 Analyze and display all related DoD work and its relationship with the proposed project.

2.2.3.2 Review and analyze science and technology programs for potential applicability.

2.2.3.3 Provide assistance with expressing the problem statement in precise analytical terms which provide scope to the problem.

2.2.3.4 Ensure the project has a clear and concise statement of the military problem with unambiguous objectives and outcomes.

2.2.3.5 Identify the relevant components of the problem statement and understand how the pieces fit together to focus and scope the problem.

2.2.3.6 Develop tree diagrams which display the components of the problem statement and the relationship of its components.

2.2.3.7 Identify existing or develop new conceptual models of the problem space.

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2.2.3.8 Develop initial list of terms of reference and an initial assumption list.

2.3 Project Analysis

2.3.1 Perform project analysis planning to ensure the application of analytically rigorous techniques, methods, procedures and tools. Ensure analysis efforts and deliverables are sufficient to rigorously explore experimental questions; define and produce mathematically and qualitatively relevant analysis which supports experimental results; and produce transition products recognized as legitimate by transition agents.

2.3.2 During the problem formulation phase of a project perform the following problem definition and decomposition activities:

2.3.2.1 Identify the relevant components of the problem statement and understand how the pieces fit together to focus and scope the problem.

2.3.2.2 Provide assistance with expressing the problem statement in precise analytical terms.

2.3.2.3 Provide analytical assistance to focus the project teams' thoughts on the elements that are of most interest to them.

2.3.2.4 Develop tree diagrams which display the components of the problem statement and the relationship of its components.

2.3.2.5 Identify existing and develop new conceptual models of the problem space as graphical representations of the phenomenon that is being studied to assist in visualizing the requirements for the experiment environment.

2.3.2.6 Ensure the project has a clear and concise statement of the military problem with unambiguous objectives and outcomes.

2.3.2.7 Analyze and display all related DoD work and its relationship with the proposed project.

2.3.2.8 Research and analyze potential science and technology components of the project.

2.3.2.9 Develop initial list of terms of reference and an initial assumption list.

2.3.3 Perform a baseline assessment to establish the foundation required to support experiment design and analysis.

2.3.3.1 Determine what is already known about the problem set, how current practices perform, and any proposed solutions to the problem set.

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2.3.3.2 Identify the current state of the project area, potential research partners, and efforts that can be leveraged.

2.3.3.3 Identify already known problems and solutions and knowledge gaps.

2.3.3.4 Review archive of JCD&E Enterprise experimentation results, on-going operations, and lessons learned.

2.3.3.5 Review and analyze science and technology programs for potential applicability.

2.3.3.6 Review and analyze commercial and academic work bearing on science and technology and potential solutions.

2.3.3.7 Organize research findings along DOTMLPF lines as required.

2.3.3.8 Update the problem decomposition, terms of reference, and assumption list. Document the constraints and limitations.

2.3.4 Develop data collection and analysis plans (DCAP) appropriately scoped for each project experimentation event. Ensure the plan reflects sufficient analytical rigor to effectively explore experimental questions, produce mathematically and qualitatively relevant analysis which supports experimental results, and produce transition products recognized as legitimate by transition agents. Key elements include background, experiment design description, collection plan, and analysis plan.

2.3.4.1 Develop the experiment design and analysis baseline. Define and describe the following elements as appropriate for the event:

2.3.4.1.1 Research questions / study issues and essential elements of analysis (EEAs).

2.3.4.1.2 Systems and entities being modeled (with graphical representations provided).

2.3.4.1.3 Actual model being represented.

2.3.4.1.4 Environment (constraints, limitations, assumptions and scenarios).

2.3.4.1.5 Use of M&S and federation of M&S tools.

2.3.4.1.6 Use and integration of Command and Control systems

2.3.4.1.7 Number of trials and description of design points.

2.3.4.1.8 Variation being employed.

2.3.4.1.9 Measures of performance (MOP) and measures of effectiveness (MOE) to support experiment objectives and linkage to the research questions. Ensure proposed metrics provide evidence for analysis, including sensitivity and comparative analyses.

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2.3.4.2 Develop a data collection plan and data collection matrix with the following elements as appropriate for the event:

2.3.4.2.1 Analytical team requirements and description of responsibilities.

2.3.4.2.2 Data collection methods (instrumentation, surveys, participant inputs, data collectors, observers, interviews, and others as applicable), and, if necessary, develop data collection forms (whether paper or electronic) for the data collectors and observers to use when supporting events.

2.3.4.2.3 Data collection and analysis tools for instrumented data, surveys, statistical software, and tools for collecting observations and threaded discussions.

2.3.4.2.4 Locations and schedule of data collection being performed.

2.3.4.2.5 Data archive method, storage location, and personnel conducting and maintaining the archive.

2.3.4.2.6 Training requirements and training materials for analysts, data collectors and observers.

2.3.4.2.7 Analytical battle rhythm during the event.

2.3.4.2.8 Explanation of how adjustments to the collection plan will be executed if necessary.

2.3.4.2.9 The data collection matrix (sometimes described as a traceability matrix) must depict a clear, logical and traceable linkage (decomposition) of the problem statement, outcomes, objectives, activities, products, research questions, metrics, and data collection.

2.3.4.3 Develop an analysis plan in the DCAP that includes the following elements as appropriate for the event:

2.3.4.3.1 Data summarization methods (charts and graphs).

2.3.4.3.2 Statistical tests (parametric vs. non-parametric).

2.3.4.3.3 Regression tree and/or regression analysis.

2.3.4.3.4 Post-event analysis timeline.

2.3.4.3.5 Outline for analysis input to final event report.

2.3.4.3.6 Data visualization techniques to be employed.

2.3.5 Analytical Review: Develop and present Analytical Review briefings to J9 senior management for each major experimentation event to ensure experiments will meet expectations for providing an appropriate level of analytical rigor in support of defensible results. The briefing shall depict the details for each experiment and

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how it fits into the overall campaign for the project. The brief must demonstrate a consistent, logical and traceable linkage (decomposition) of the problem statement, outcomes, objectives, activities, products, research questions, metrics, and data collection and must also demonstrate how the results roll back up to address the problem statement.

2.3.6 Data Collection: Perform data collection and provide analytical support in accordance with the DCAP during experimentation events. This includes the initial review of data that is collected to ensure completeness and accuracy, and daily quick turn analysis to support decisions by the project lead.

2.3.7 Data Analysis: Perform data reduction, review, and analysis of experiment data using quantitative and qualitative analytic methods as appropriate. Analytic results are traceable to the problem statement, objectives, research questions, MOEs/MOPs, and WFCs. Analysis is done logically, accurately, rigorously and objectively.

2.3.8 Perform analytic reporting.

2.3.8.1 Summarize analysis results in analytic section of the After Action Review and Quicklook Report. Provide the totality of the analytic effort in the Experiment Results Report's Detailed Analysis Annex. All reports must effectively convey credible results and present convincing arguments to transition agents.

2.3.8.2 Archive the data and results in accordance with the data collection and analysis plan.

2.4 Support Emerging Requirements

2.4.1 Provide analytical development of proposals for newly emerging projects.

2.4.1.1 Analyze and display all related DoD work and its relationship with the proposed project.

2.4.1.2 Review and analyze science and technology programs for potential applicability.

2.4.1.3 Provide assistance with expressing the problem statement in precise analytical terms which provide scope to the problem.

2.4.1.4 Ensure the project has a clear and concise statement of the military problem with unambiguous objectives and outcomes.

2.4.1.5 Identify the relevant components of the problem statement and understand how the pieces fit together to focus and scope the problem.

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2.4.1.6 Develop tree diagrams which display the components of the problem statement and the relationship of its components.

2.4.1.7 Identify existing or develop new conceptual models of the problem space.

2.4.1.8 Develop initial list of terms of reference and an initial assumption list.

2.4.2 Provide analysis support to project lead for emerging projects. Analyze and provide recommendations to project leads on all aspects of analysis planning to ensure the application of analytically rigorous techniques, methods, procedures and tools.

2.4.3 Conduct quicklook research efforts on high priority topics and prepare and present briefs of results at senior levels.

2.4.4 Research and review future concepts, investigate results, and evaluate assessments of completed experiments.

2.5 Project Officer Analysis Support

2.5.1 Analyze and provide recommendations to project leads on all aspects of analysis planning, execution, assessment and reporting to ensure the application of analytically rigorous techniques, methods, procedures and tools for ongoing projects. Review the quality and adequacy of analysis deliverables to ensure they are sufficient to rigorously explore experimental questions, produce mathematically and qualitatively relevant analysis which supports experimental results, and produce transition products recognized as legitimate by transition agents.

2.5.2 Analyze and provide recommendations to project leads in the analytical aspects of the use of M&S to resolve research questions.

2.5.3 Analyze and provide recommendations to project leads in the analytical aspects of the use and integration of Command and Control systems to resolve research questions.

2.5.4 Analyze and provide recommendations to project leads in the analytical aspects of network bandwidth utilization.

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2.5.5 Analyze and provide recommendations to project leads in the use of appropriate data visualization and analysis tools.

2.5.6 Perform experiment design/analysis risk assessments. Based on the “21 Threats to a Valid Experiment” referenced in The Logic of Warfighting Experiments, advise project/event lead on potential threats and propose mitigating actions.

2.5.7 Perform data collection and provide analytical support in accordance with the DCAP during experimentation events. This includes the initial review of data that is collected to ensure completeness and accuracy, and daily quick turn analysis to support decisions by the project lead.

2.5.8 Perform data reduction, review, and analysis of experiment data using quantitative and qualitative analytic methods as appropriate. Analytic results are traceable to the problem statement, objectives, research questions, MOEs/MOPs, and WFCs. Analysis is done logically, accurately, rigorously and objectively.

2.5.9 Archive the data and results in accordance with the DCAP.

2.6 Development of Analysis Standards and Best Practices

2.6.1 Research, test and document new or improved and innovative methods or techniques which increase computational, mathematical, and qualitative analytical rigor in support of the design and analysis of experiments.

2.6.2 Research and document new or improved and innovative data visualization tools and methods.

2.6.3 Research and document analytical best practices for Joint experimentation planning and execution.

2.6.4 Research and document best practices and frameworks for the use of M&S in analysis of Joint Experiments. Document shall include required timing and content for specifying analysis requirements for

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M&S development.

2.6.5 Assist in development, maintenance and implementation of analytical product outlines and templates.

3.0 DELIVERABLES: The Contractor shall provide the following deliverables in accordance with the schedule provided. Draft documents will be provided to the Government for comment. The Government will have ten (10) working days to provide comments; on receipt of comments, the Contractor shall provide the revised document within five (5) working days.

The Government shall own all products and materials procured or developed with Government funds in support of these deliverables. Any material purchased and paid for under this task order is the property of the Government and shall be turned over to the COR upon completion of this task order. The Government shall have unlimited data rights on all information developed or delivered under this task order. These shall be turned over to the COR upon completion of this task order.

Products and materials developed under this task order and contract may not be distributed unless authorized in writing by the government.

3.1 Project Selection and Framework Documentation

3.1.1 Foundational Research: Research Report that documents the existing body of knowledge about a proposed Warfighting Challenge (para 2.2.1). (estimated at not more than 15 times)

3.1.2 Work Program/Gap Analysis: Work Program/Gap Analysis Report (para 2.2.2). (estimated at not more than 10 times)

3.1.3 Problem Definition: Problem Definition Report (para 2.2.3). (estimated at not more than 10 times)

3.2 Project Analysis Documentation

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3.2.1 Project Analysis Planning: Point papers, briefings, and reports as required. Document all written and oral support/advice provided to each project for input to Experimentation Support Group Project Support Log (para 2.3.1). (estimated twice per week)

3.2.2 Problem Decomposition: Problem Decomposition Report. Statement of the military problem decomposed at project and event level during problem formulation phase (para 2.3.2). (estimated at not more than 2 times)

3.2.3 Baseline Assessment: Baseline Assessment Report (para 2.3.3). (estimated at not more than 2 times with updates as required)

3.2.4 Data Collection and Analysis: Data Collection and Analysis Plan (DCAP) (para 2.3.4). (estimated at not more than 4 times with updates as required)

3.2.5 Analysis Review: Analytical Review Brief developed and presented to senior J9 management (para 2.3.5). (estimated at 4 times)

3.2.6 Conduct Data Collection: Data collected in accordance with the project DCAP during the experimentation event (paras 2.3.6 and 2.5.7). (estimated at not more than 4 times for lead projects and 16 times for supported projects)

3.2.7 Data Analysis: Data is analyzed using quantitative and/or qualitative methods in accordance with the project DCAP. Analytic results are traceable to the problem statement, outcome, objectives and research questions (paras 2.3.7 and 2.5.8). (estimated at not more than 4 times for lead projects and 16 times for supported projects)

3.2.8 Analytic Reporting: Summarize analysis results in analytic section of the After Action Review and Quicklook Report. Provide the totality of the analytic effort in the Experiment Results Report's Detailed Analysis Annex (para 2.3.8.1). (estimated at not more than 4 times)

3.2.9 Data Archiving: Experiment data and results archived in accordance with DCAP (paras 2.3.8.2 and 2.5.9). (estimated at not more than 4 times for lead projects and 16 times for supported projects)

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3.3 Support to Emerging Requirements Documentation

3.3.1 Project Proposal Support: Analytic portion of new project proposals (para 2.4.1). (estimated at not more than 6 times)

3.3.2 Analytic Framework: Report and brief depicting initial framing of analytic construct for emerging requirements (para 2.4.2). (estimated at not more than 6 times)

3.3.3 Quicklook Research: Research Report and brief for high priority topics and future concepts (paras 2.4.3 and 2.4.4). (estimated at not more than 4 times)

3.4 Project Officer Analysis Support Documentation Project Officer Analysis Support: Point papers, briefings, reports and document reviews as required. Document all written and oral support/advice provided to each project for input to Experimentation Support Group Project Support Log (paras 2.5.1, 2.5.2, 2.5.3, 2.5.4, 2.5.5 and 2.5.6). (estimated twice per week)

3.5 Analysis Standards and Best Practices Documentation

3.5.1 Analysis Methods and Techniques: Report and brief on new or improved and innovative methods and techniques to support design and analysis of experiments (para 2.6.1). (estimated at not more than 2 times)

3.5.2 Data Visualization: Report and brief on new or improved and innovative data visualization tools and methods (para 2.6.2). (estimated at not more than 2 times)

3.5.3 Analytical Best Practices: Report and brief on analytical best practices for Joint Experimentation (para 2.6.3). (estimated at not more than 2 times)

3.5.4 Best Practices for Modeling and Simulation: Report and brief on analytical best practices and frameworks for use of M&S in analysis of Joint Experiments (para 2.6.4). (estimated at not more than 2 times)

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3.5.5 Outlines and Templates: Documents, spread sheets and briefs which capture analytical product outlines and templates (para 2.6.5). (estimated at not more than 6 times)

3.6 Analysis Status: Report on status of analysis efforts. (monthly)

4.0 QUALITY ASSURANCE (QA) METRICS:

Section 2 of this performance-based work statement (PBWS) specifies the tasks to be performed and provides references for applicable analysis standards and best practices. Section 3 specifies the required deliverables. In accordance with the Contract Administration/Quality Assurance Surveillance Plan, the Contracting Officer’s Representative (COR), with the assistance of designated technical assistants (TA), will measure and evaluate the contractor’s performance of this PWS in terms of:

Requirement	Performance Measurement	Performance Standard	Metric	Surveillance Method
3.1 Project Selection and Framework Documentation				
3.1.1 Foundational Research	Timeliness	Provided on time, as specified in WFC development POA&M.	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content & Format	Report that results in development and refinement of Warfighter Challenges. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.1.2 Work Program / Gap Analysis	Timeliness	Provided on time, as specified in WFC development POA&M.	Standard: 100% AQL: 95%	100% check by TA or backup TA
		Content and format		

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	Content & Format	in accordance with para 2.2.2 and AS&T portal product description. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.1.3 Problem Definition	Timeliness	Provided on time, as specified in project proposal development POA&M.	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content & Format	Content and format in accordance with para 2.2.3 and AS&T portal product description. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.2 Project Analysis Documentation				
3.2.1 Project Analysis Planning	Timeliness	Provided on time, as specified in each project POA&M.	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content	Content in accordance with para 2.3.1 and AS&T portal product descriptions. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.2.2 Problem Decomposition	Timeliness	Provided on time, as specified in each project POA&M	Standard: 100% AQL: 95%	100% check by TA or backup TA
		Content and format in accordance with para 2.3.2 and		100% check by TA or backup TA

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	Content & Format	AS&T portal product description. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	
3.2.3 Baseline Assessment	Timeliness	Provided on time, as specified in each project POA&M	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content & Format	Content and format in accordance with para 2.3.3 and AS&T portal product description. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.2.4 DCAP	Timeliness	Provide draft DCAP no later than 45 days prior to commencement of each experiment event and update as required up to commencement of event.	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content & Format	Content and format in accordance with para 2.3.4 and AS&T portal product description. DCAP must demonstrate how analytic rigor will be achieved. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.2.5 Analytical Review	Timeliness	Provided on time, as specified in each project POA&M	Standard: 100% AQL: 95%	100% check by TA or backup TA

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	Content & Format	<p>Content and format in accordance with para 2.3.5 and AS&T portal product description.</p> <p>Information is complete, accurate, concise, and timely.</p>	<p>Standard: 100%</p> <p>AQL: 95%</p>	100% check by TA or backup TA
3.2.6 Data Collection	Timeliness	<p>Provide daily during event execution, as specified in each project DCAP and POA&M.</p> <p>Data is collected in real time during experimentation event and saved to appropriate data repositories for quick turnaround analyses and post-event analyses. Data collection status is provided during daily experiment hotwashes as required.</p> <p>Content in accordance with paras 2.3.6, 2.5.7 and AS&T portal product description.</p> <p>Upon completion of experiment event, all data collected IAW DCAP is consolidated and serves as a complete record of the event. No adverse loss of data</p>	<p>Standard: 100%</p> <p>AQL: 95%</p>	100% check by TA or backup TA

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	Content	occurred.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.2.7 Data Analysis	Timeliness	Provide on time, as specified in event POA&M.	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Accuracy	Content in accordance with paras 2.3.7, 2.5.8 and AS&T portal process description. Analysis is unbiased and based on experimental evidence.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.2.8 Analytic Reporting	Timeliness	Provide on time, as specified in event POA&M.	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content & Format	Content and format in accordance with para 2.3.8.1 and AS&T portal product description. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.2.9 Data Archive	Timeliness	Provide on time, as specified in event DCAP and POA&M.	Standard: 100% AQL: 95%	100% check by TA or backup TA
		Content and format in accordance with		100% check by TA or backup TA

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	Content & Format	paras 2.3.8.2, 2.5.9 and event DCAP. Archived data is easily retrievable for later use. Access instructions and storage location are documented prior to completion of experiment event.	Standard: 100% AQL: 95%	
3.3 Emerging Requirements Documentation				
3.3.1 Project Proposal Support	Timeliness	Provided on time, as specified by Contracting Officer's Representative (COR)/designated TA.	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content & Format	Content and format as specified by para 2.4.1 and Contracting Officer's Representative (COR)/designated TA. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.3.2 Analytic Framework	Timeliness	Provided on time, as specified by Contracting Officer's Representative (COR)/designated TA.	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content & Format	Content and format in accordance with para 2.4.2 and Contracting Officer's Representative (COR)/designated	Standard: 100%	100% check by TA or backup TA

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	Format	TA. Information is complete, accurate, concise, and timely.	AQL: 95%	
3.3.3 Quicklook Research	Timeliness	Provided on time, as specified by Contracting Officer's Representative (COR)/designated TA. Report that results in increased knowledge of high priority topics as specified by paras 2.4.3, 2.4.4 and Contracting Officer's Representative (COR)/designated TA. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content & Format		Standard: 100% AQL: 95%	100% check by TA or backup TA
3.4 Project Officer Analysis Support	Timeliness	Provided on time, as specified in each project POA&M. Content and format in accordance with paras 2.5.1, 2.5.2, 2.5.3, 2.5.4, 2.5.5, 2.5.6, AS&T portal product description and Contracting Officer's Representative (COR)/designated TA. Information is complete, accurate,	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content & Format		Standard: 100% AQL: 95%	100% check by TA or backup TA

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		concise, and timely.		
3.5 Analysis Standards and Best Practices Documentation				
3.5.1 Analysis Methods and Techniques	Timeliness, Content & Format	Timeliness, content and format as specified by para 2.6.1 and Contracting Officer's Representative (COR)/designated TA. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.5.2 Data Visualization	Timeliness, Content & Format	Timeliness, content and format as specified by para 2.6.2 and Contracting Officer's Representative (COR)/designated TA. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.5.3 Analytic Best Practices	Timeliness, Content & Format	Timeliness, content and format as specified by para 2.6.3 and Contracting Officer's Representative (COR)/designated TA. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.5.4 M&S Best Practices	Timeliness, Content & Format	Timeliness, content and format as specified by para 2.6.4 and Contracting Officer's Representative (COR)/designated TA.	Standard: 100% AQL: 95%	100% check by TA or backup TA

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		Information is complete, accurate, concise, and timely.		
3.5.5 Outlines and Templates	Timeliness, Content & Format	Timeliness, content and format as specified by para 2.6.5 and Contracting Officer's Representative (COR)/designated TA. Information is complete, accurate, concise, and timely.	Standard: 100% AQL: 95%	100% check by TA or backup TA
3.6 Monthly Status Reports	Timeliness	Provide within 10 days of end of each month. Provide within 10 days of end of each month.	Standard: 100% AQL: 95%	100% check by TA or backup TA
	Content	Left at the discretion of the contractor and agreed to by the TA.	Standard: 100% AQL: 95%	100% check by TA or backup TA

The Contractor shall prepare all reports and accompanying briefings according to USJFCOM J9-determined formats (i.e., MS Word, Power Point) and existing Joint Staff directives on content and marking.

5.0 SECURITY: This work requires a minimum of a SECRET clearance. Certain projects to include Cyberspace Operations, Phased Approach to Ballistic Missile Defense, and Command and Control Capability in a Denied/Degraded Environment may require TS/SCI. Three to five analysts should have current Sensitive Scope Background Investigation Periodic Reinvestigation (SSBI PR) and be eligible for TS/SCI clearance.

6.0 PLACE OF PERFORMANCE: Work shall be primarily performed on-site in USJFCOM JCD&E

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Directorate government facilities located in Suffolk, Virginia.

7.0 PERIOD OF PERFORMANCE: The period of performance will provide for a one-year base period plus two (2) one-year option periods for a total period of performance of three (3) years if all options are exercised.

8.0 TECHNICAL ASSISTANT: Research and Analysis TA: [REDACTED]

9.0 CONTRACTOR'S TRAVEL: Travel requirements will be minimal. The contractor can expect to travel to the Washington DC area for an estimated 10 days to support offsite planning and distributed site execution. The contractor shall coordinate all task order related travel with the Task Order Technical Assistant and provide necessary information for J9 compliance with JFCOM travel policies and requirements.

PERSONNEL QUALIFICATIONS (NAVSUP 5252.237-9401)(JAN 1992)

(a) Personnel assigned to or utilized by the Contractor in the performance of this contract shall, as a minimum, meet the experience, educational, or other background requirements set forth below and shall be fully capable of performing in an efficient, reliable, and professional manner. If the offeror does not identify the labor categories listed below by the same specific title, then a cross-reference list should be provided in the offeror's proposal identifying the difference.

(b) The Government will review resumes of contractor personnel proposed to be assigned, and if personnel not currently in the employ of the Contractor, a written agreement from potential employee to work will be part of the technical proposal.

(c) If the Ordering Officer questions the qualifications or competence of any person performing under the contract, the burden of proof to sustain that the person is qualified as prescribed herein shall be upon the Contractor.

(d) The Contractor must have the personnel, organization, and administrative control necessary to ensure that the services performed meet all requirements specified in delivery/task orders. The work history of each Contractor employee shall contain experience directly related to the tasks and functions to be assigned. The Ordering Officer reserves the right to determine if a given work history contains necessary and sufficiently detailed, related experience to reasonably ensure the ability for effective and efficient performance.

LABOR CATEGORIES

1. ANALYST
2. MODELING AND SIMULATION (M&S) ANALYST
3. COMMAND AND CONTROL (C2) / NETWORK ANALYST

MINIMUM REQUIREMENTS

Refer to the performance work statement for a detailed description of the personnel requirements.

(End of Provision)

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SECTION D PACKAGING AND MARKING

Preparation for Delivery (Data Items)

Data furnished hereunder shall be adequately packaged to assure safe delivery at destination.

In the event it becomes necessary to transmit classified matter by mail, the transmittal shall be in accordance with the National Industrial Security Program Operating Manual (DD 5220.22-M)

Prohibited Packing/Packaging Materials

The use of asbestos, excelsior, newspaper, or shredded paper (all types including waxed paper, computer paper, and similar hydroscopic or non-neutral material) is prohibited. In addition, loose fill polystyrene is prohibited for shipboard use.

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SECTION E INSPECTION AND ACCEPTANCE

The COR, [REDACTED] is the only person empowered to inspect and accept the completed task order. Upon completion of all work and final submission of all data items, the contractor's Senior Technical Representative shall prepare and sign Certificate of Final acceptance memorandum and submit it to the COR for signature. The contractor shall include the fully signed COFA with its final invoice.

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SECTION F DELIVERABLES OR PERFORMANCE

CLIN - DELIVERIES OR PERFORMANCE

Work shall be primarily performed on-site in USJFCOM JCD&E Directorate government facilities located in Suffolk, Virginia. The period of performance will provide for a one-year base period plus two (2) one-year option periods for a total period of performance of three (3) years if all options are exercised.

PROGRESS AND FINANCIAL REPORTS (FISC DET PHILA) (OCT 1992)

(a) **Progress and Financial Reports.** A monthly progress and financial report will be submitted to Contracting Officer's Representative (COR) with a copy to the Contracting Officer. In addition, a separate report of the number of man-hours charged to the contract will be submitted (monthly) to the Contracting Officer.

(b) **Technical Reports.** Technical reports and conclusions reflecting the work accomplished under each task set forth in Section C of this task order will be prepared and delivered to the Government when and in the form required by the Contracting Officer's Representative, in accordance with the deliverable requirements detailed in Section C of this task order.

(c) **Final Delivery.** The delivery date of the last of the above reports is not to be later than as specified.

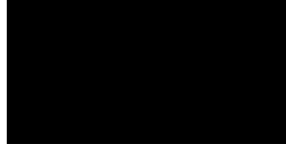
(d) **Reporting labor hours by project.** To meet the USJFCOM Commander's oversight requirements into projects supported by the command, a command-wide workload collection system for all personnel working on command projects is to be implemented in phases. The system will ultimately be mandatory for all military, government civilian and contractor personnel who provide direct support to projects. Based on the foregoing, initially, all prime and subcontractor personnel working on-site at USJFCOM in the Tidewater region of Virginia, using Government furnished facilities and equipment, shall load their hours by project into a government developed database weekly or within two working days upon return from travel. This reporting requirement is for operational oversight of command efforts and does not eliminate or obviate any requirements to provide financial data through DCAA approved corporate financial systems. The time required for inputting such data is considered to be directly chargeable to the contract/task order under which hours are being reported. Information derived from this data collection will not be used for validation of invoices. Moreover, any verification or validation of contractor employee hours will be the responsibility of their management as the Government will not validate or approve contractor entries.

(e) The Government will provide system orientation training to the contractor's project manager or his designee and also identify USJFCOM job order numbers that correspond to the various work being performed or supported by the contractor.

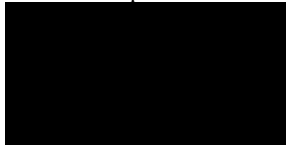
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SECTION G CONTRACT ADMINISTRATION DATA

Task Order Manager



Contract Specialist



SUP 5252.232-9402 INVOICING AND PAYMENT (WAWF) INSTRUCTIONS (April 2008)

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

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


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

(3) Select the invoice type within WAWF as specified below. Back up documentation (such as timesheets, receiving reports etc.) can be included and attached to the invoice in WAWF. Attachments created in any Microsoft Office product are attachable to the invoice in WAWF. Total limit for each file is not to exceed 2MB. Multiple attachments are allowed.

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

	Routing Table	Contracting Officer Notes
WAWF Invoice Type	Cost	<p>-- Select 2-in-1 for FFP Services Only.</p> <p>-- Select Combo for Supplies, or Supplies AND FFP Services.</p> <p>-- Select Cost Voucher for all Cost Type Contracts.</p>

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		<i>If none of the above applies, please call 1-800-559-WAWF (9293).</i>
Contract Number	N00178-05-D-4626	
Issuing Office DODAAC	N00189	
Admin Office DODAAC	S5111A	
Acceptance At Other		
Local Processing Office (Certifier)	N3188B	
Paying Office DODAAC	HQ0338	
Acceptor/COR Email Address		

(c) Contractors approved by DCAA for direct billing will not process vouchers through DCAA, but may submit directly to DFAS. Vendors MUST still provide a copy of the invoice and any applicable documentation that supports payment to the Acceptor/Contracting Officer's Representative (COR) if applicable. Additionally, a copy of the invoice(s) and attachment(s) at time of submission in WAWF must also be provided to each point of contact identified in section (d) of this clause by email. If the invoice and/or receiving report are delivered in the email as an attachment it must be provided as a .PDF, Microsoft Office product or other mutually agreed upon form between the Contracting Officer and vendor.

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

Name	Email	Phone	Role

This task order is incrementally funded and the amount currently available for payment hereunder is limited to \$800,000.00, inclusive of fee. Subject to the General Provisions of the clause entitled, Limitation of Funds (APR 1984) of the contract, no legal liability exists on the part of the Government for payment in excess of the \$800,000.00, unless additional funds are made available to the Contracting Officer and are incorporated by subsequent modification to this task order.

SECURITY ADMINISTRATION (FISC DET PHILA) (OCT 1992)

The highest level of security that will be required under this contract is Secret as designated on DD Form 254 attached hereto and made a part hereof.

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The offeror shall indicate the name, address and telephone number of the cognizant security office;

Defense Security Service
293 Independence BLVD, Suite 532
Virginia Beach, VA 23465-5400

Phone: (757) 490-8575
Fax: (757) 456-0918

The offeror should also provide the above information on all proposed subcontractors who will be required to have a security clearance.

SECURITY ADMINISTRATION (FISC DET PHILA) (OCT 1992)

The highest level of security required under this contract is Secret as designated on DD Form 254 attached hereto and made a part hereof.

The Commander, Defense Investigative Service, Director of Industrial Security, Mid-Atlantic Region, is designated Security Administrator for the purpose of administering all elements of military security hereunder.

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Accounting Data
SLINID  PR Number                Amount
-----
400001  N3188B10RCRE277             ██████████
LLA :
AA 9700400 66K4 252 00066 0 068892 2D CRE277
Cost Code: 3188B0RE231Q

600001  N3188B10RCRE277             ██████████
LLA :
AA 9700400 66K4 252 00066 0 068892 2D CRE277
Cost Code: 3188B0RE231Q

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

MOD 01

400001  N3188B10RCRE277             ██████████
LLA :
AA 9700400 66K4 252 00066 0 068892 2D CRE277
Cost Code: 3188B0RE231Q

600001  N3188B10RCRE277             ██████████
LLA :
AA 9700400 66K4 252 00066 0 068892 2D CRE277
Cost Code: 3188B0RE231Q

MOD 01 Funding ██████████
Cumulative Funding ██████████

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SECTION H SPECIAL CONTRACT REQUIREMENTS

ORGANIZATIONAL CONFLICT OF INTEREST

As a condition of award, the contractor's eligibility for future prime contract or subcontract awards may be restricted; therefore, the solicitation contains this proposed clause that specifies both the nature and duration of the proposed restraint.

NOTE: See the Section L Provision, NOTICE OF INCLUSION OF ORGANIZATIONAL CONFLICT OF INTEREST CLAUSE, for more information.

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

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

(1) The restrictions set forth in paragraph (e) apply to supplies, services, and other performance rendered with respect to the suppliers and/or equipment listed in resultant task orders. Task orders issued under the contract will specify to which suppliers and/or equipment subparagraph (e) restrictions apply.

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

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

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

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

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- (2) “Nondevelopmental items” are as defined in FAR 2.101.
- (3) “Systems Engineering” (SE) includes, but is not limited to, the activities in FAR 9.505-1(b).
- (4) “Technical direction” (TD) includes, but is not limited to, the activities in FAR 9.505-1(b).
- (5) “Advisory and Assistance Services” (AAS) are those services acquired from non-governmental sources to support or improve agency policy development or decision making; or, to support or improve the management of organizations or the operation of hardware systems. Such services may encompass consulting activities, engineering and technical services, management support services and studies, analyses and evaluations.
- (6) “Consultant” services are as defined in FAR 31.205-33(a).
- (7) “Contractor,” for the purposes of this clause, means the firm signing this contract, its subsidiaries and affiliates, joint ventures involving the firm, any entity with which the firm may hereafter merge or affiliate, and any other successor or assignee of the firm.
- (8) “Affiliates” means officers or employees of the prime contractor and first tier subcontractors involved in the program and technical decision making process concerning this contract.
- (9) “Interest” means organizational or financial interest.
- (10) “Weapons system supplier” means any prime contractor or first tier subcontractor engaged in, or having a known prospective interest in the development, production or analysis of any of the weapon systems, as well as any major component or subassembly of such system.

(e) Contracting restrictions. [Check the restrictions that apply]

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

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

(3) To the extent the contractor prepares or assists in preparing a statement of work to be used in competitively

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

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

[X] (5) To the extent work to be performed under this contract requires access to proprietary data of other companies, the contractor must enter into agreements with such other companies which set forth procedures deemed adequate by those companies (i) to protect such data from unauthorized use or disclosure so long as it remains proprietary and (ii) to refrain from using the information for any other purpose other than that for which it was furnished. Evidence of such agreement(s) must be made available to the Procuring Contracting Officer upon request. The contractor shall restrict access to proprietary information to the minimum number of employees necessary for performance of this contract. Further, the contractor agrees that it will not utilize proprietary data obtained from such other companies in preparing proposals (solicited or unsolicited) to perform additional services or studies for the United States Government. The contractor agrees to execute agreements with companies furnishing proprietary data in connection with work performed under this contract, obligating the contractor to protect such data from unauthorized use or disclosure so long as such data remains proprietary, and to furnish copies of such agreement to the Contracting Officer. Contractor further agrees that such proprietary data shall not be used in performing for the Department of Defense additional work in the same field as work performed under this contract if such additional work is procured competitively. (FAR 9.505-4(b))

[X] (6) Preparation of Statements of Work or Specifications. If the contractor under this contract assists substantially in the preparation of a statement of work or specifications, the contractor shall be ineligible to perform or participate in any capacity in any contractual effort (solicited or unsolicited) which is based on such statement of work or specifications. The contractor shall not incorporate its products or services in such statement of work or specifications unless so directed in writing by the Contracting Officer, in which case the restrictions in this subparagraph shall not apply. Contractor agrees that it will not supply to the Department of Defense (either as a prime contractor or as a subcontractor) or act as consultant to a supplier of, any system, subsystem or major component utilized for or in connection with any item or work statement prepared or other services performed or materials delivered under this contract, and is procured on a competitive basis, by the Department of Defense within one (1) year after completion of work under this contract. The provisions of this clause shall not apply to any system, subsystem, or major component for which the contractor is the sole source of supply or which it participated in designing or developing. (FAR 9.505-4(b))

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

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

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

- (1) a description of the new conflict of interest (e.g., additional weapons systems supplier(s), corporate restructuring, new first-tier subcontractor(s), new contract) and identity of parties involved;
- (2) a description of the work to be performed;
- (3) the dollar amount;
- (4) the period of performance; and
- (5) a description of the contractor's internal controls and planned actions, to avoid any potential organizational conflict of interest.

SUBSTITUTION OR ADDITION OF PERSONNEL (NAVSUP 5252.237-9400) (JAN 1992)

- (a) The offeror agrees to assign to the contract those persons whose resumes, personnel data forms or personnel qualification statements were submitted as required in Section L to fill the requirements of the contract. No substitution or addition of personnel shall be made except in accordance with this clause.
- (b) The offeror agrees that during the contract performance period no personnel substitutions will be permitted unless such substitutions are necessitated by an individual's sudden illness, death or termination of employment. In any of these events, the contractor shall promptly notify the contracting officer and provide the information required by paragraph (d) below.
- (c) If personnel for whatever reason become unavailable for work under the contract for a continuous period exceeding thirty (30) working days, or are expected to devote substantially less effort to the work than indicated in the proposal, the contractor shall propose a substitution of such personnel, in accordance with paragraph (d) below.
- (d) All proposed substitutions shall be submitted, in writing, to the Contracting Officer at least fifteen (15) days (thirty (30) days if a security clearance must be obtained) prior to the proposed substitution. Each request shall provide a detailed explanation of the circumstances necessitating the proposed substitutions, a complete resume for the proposed substitute and any other information required by the Contracting Officer to approve or disapprove the proposed substitution. All proposed substitutes (no matter when they are proposed during the performance period) shall have qualifications equal to or higher than the qualifications of the person being replaced.

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

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

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

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SECTION I CONTRACT CLAUSES

Note: All the provisions and clauses of SECTION I of the basic contract apply to this task order (unless otherwise specified in the task order) plus the following:

STANDARD OF WORKMANSHIP

REQUIRED STANDARD OF WORKMANSHIP (OCT 1992)

Unless otherwise specifically provided in this contract, the quality of all services rendered hereunder shall conform to the highest standards in the relevant profession, trade or field of endeavor. All services shall be rendered by or supervised directly by individuals fully qualified in the relevant profession, trade or field, and holding any licenses required by law.

(End of Provision)

SUP 5252.204-9400 Contractor Access to Federally Controlled Facilities and/or Unclassified Sensitive Information or Unclassified IT Systems (May 2010)

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. This clause applies to contractor employees requiring physical access to any area of a federally controlled base, facility or activity and/or requiring access to a DoD computer/network, to perform certain unclassified both non-sensitive and sensitive duties. It is the responsibility of the command/facility where the work is performed to ensure compliance.

The requirement to control access to sensitive information applies to all US government IT systems and/or areas where unclassified but sensitive information may be discussed, displayed or maintained. DoN policy prescribes that all unclassified data that has not been approved for public release and is stored on mobile computing devices must be treated as sensitive data and encrypted using commercially available encryption technology. Whenever granted access to sensitive information, contractor employees shall follow applicable DoD/DoN instructions, regulations, policies and procedures when reviewing, processing, producing, protecting, destroying and/or storing that information. Operational Security (OPSEC) procedures and practices must be implemented by both the contractor and contract employee to protect the product, information, services, operations and missions related to the

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

Non-Sensitive Positions

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:

- Must be either a US citizen or a US permanent resident with a minimum of 3 years legal residency in the US (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) including a Federal Bureau of Investigation (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
- Original Signed Release Statements

The contractor shall ensure each individual employee has a current favorably completed NACI.

The Contractor's Security Representative shall be responsible for initiating reinvestigations as required. 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.

Sensitive Positions

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Contractor employee whose duties require accessing a DoD unclassified computer/network, working with sensitive unclassified information (either at a Government or contractor facility), or physical access to a DoD facility must be a US citizen and possess a favorable trustworthiness determination prior to installation access. To obtain a favorable trustworthiness determination, each contractor employee must have a favorably completed National Agency Check with Local Credit Checks (NACLIC) which consists of a NACI including a FBI fingerprint check plus credit and law enforcement checks. Each contractor employee applying for a trustworthiness determination is required to complete:

- SF-85P Questionnaire for Public Trust Positions
- Two FD-258 Applicant Fingerprint Cards
- 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. To maintain continuing authorization for an employee to access a DoD unclassified computer/network, and/or have access to sensitive unclassified information, the contractor shall ensure that the individual employee has a current requisite background investigation. The Contractor's Security Representative shall be responsible for initiating reinvestigations as required and ensuring that background investigations remain current (not older than 10 years) throughout the contract performance period.

IT Systems Access

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 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.

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.

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Security Approval Process

The Contractor's Security Representative shall ensure that each individual employee pending assignment shall accurately complete the required forms for submission to the Navy Command's Security Manager. The Contractor's Security Representative shall screen the investigative questionnaires for completeness and accuracy and for potential suitability/security issues prior to submitting the request to the Navy Command's Security Manager. Forms and fingerprint cards may be obtained from the Navy Command's Security Manager. These required items, shall be forwarded to the Navy Command's Security Manager for processing at least 30 days prior to the individual employee's anticipated date for reporting for duty. The Navy Command's Security Manager will review the submitted documentation for completeness prior to submitting it to the Office of Personnel Management (OPM). Suitability/security issues identified by the Navy Command's Security Manager may render the contract employee ineligible for the assignment. A favorable review of the questionnaire and advance fingerprint results are required as an interim measure prior to the contract employee start date. An unfavorable determination made by the Navy Command's Security Manager is final and such a determination does not relieve the contractor from meeting any contractual obligation under the contract.

If contractor employees already possess a current favorably adjudicated investigation, the Navy Command's Security Manager will use the Visit Authorization Request (VAR) via the Joint Personnel Adjudication System (JPAS). 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.

The Navy 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 DON Central Adjudication Facility (CAF) for a position of trust determination. When a favorable determination is not made, contractor employees shall not be permitted to work on this contract effort and if already working on the contract shall be removed immediately.

The potential consequences of any requirements under this clause including denial of access for a proposed contractor employee who fails to obtain a favorable trustworthiness determination 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 for working in non-sensitive positions, with sensitive information, and/or on Government IT systems. The contractor shall insert this clause in all subcontracts when the subcontractor is permitted to have physical access to a federally

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controlled facility and/or access to a federally-controlled information system/network and/or access to government information.

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

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days 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 36 months.

CLAUSES INCORPORATED BY REFERENCE

52.219-8 Utilization of Small Business Concerns

52.219-9 Small Business Subcontracting Plan

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SECTION J LIST OF ATTACHMENTS

DD Form 254
CAP/QASP