

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE U	PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 10	3. EFFECTIVE DATE 10-Feb-2012	4. REQUISITION/PURCHASE REQ. NO. Various	5. PROJECT NO. (If applicable) N/A	
6. ISSUED BY NSWC, CRANE DIVISION 300 Highway 361 - Building 64 Crane IN 47522-5001 christopher.handke@navy.mil 812-854-3926	CODE N00164	7. ADMINISTERED BY (If other than Item 6) DCMA DAYTON AREA C, BUILDING 30, 1725 VAN PATTON DRIVE WRIGHT-PATTERSON AFB OH 45433-5302		CODE S3605A

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) Stimulus Engineering Services, Inc. 240 S. Main St. Sullivan IN 47882		9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
		10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-08-D-5603-FC02
		10B. DATED (SEE ITEM 13) 04-Feb-2011

CAGE CODE 4Y0N7	FACILITY CODE
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS	

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

12. ACCOUNTING AND APPROPRIATION DATA (If required)
SEE SECTION G

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.	
<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 checked="" 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 type="checkbox"/>	D. OTHER (Specify type of modification and authority)

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) Audra M Dant, Contracting Officer	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY /s/Audra M Dant (Signature of Contracting Officer)	16C. DATE SIGNED 10-Feb-2012

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GENERAL INFORMATION

The purpose of this modification is to 1) provide incremental funding. Accordingly, said Task Order is modified as follows:

1) Funding Information

The total potential task order amount remains [REDACTED].

CLIN 6000

The funding for CLIN 6000 is hereby increased by [REDACTED] from \$ [REDACTED] to [REDACTED].
Informational SLINs are provided as follows:

SLIN	ACRN	REQ. NO.	AMOUNT	TI
600017	B6	1300244595	[REDACTED]	002
600018	B7	1300244597	[REDACTED]	001

Total funding for this task order is hereby increased by [REDACTED] from [REDACTED] to [REDACTED].

The clause Limitation of Funds (FAR 52.232-22) applies. The Government is not obligated to reimburse the Contractor for costs incurred in excess of \$ [REDACTED] unless additional funds are made available and incorporated as a modification of this task order.

A conformed copy of this Task Order is attached to this modification for information purposes only.

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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	Workforce Development and Evaluation Services. LABOR only. Base Period 1 (Years 1 & 2). (TBD)		LH	\$		
400001	Workforce Development and Evaluation Services. LABOR only. (WCF)					
400002	Workforce Development and Evaluation Services. LABOR only. (WCF)					
400003	Workforce Development and Evaluation Services. LABOR only. (WCF)					
400004	Workforce Development and Evaluation Services. LABOR only. (WCF)					
400005	Workforce Development and Evaluation Services. LABOR only. (WCF)					
400006	Incremental funding in the amount of in support of TI 003 (ACRN A5). (OTHER)					
400007	Incremental funding in the amount of in support of TI 004 (ACRN A3). (OTHER)					

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400008 Incremental
funding in the
amount of
[REDACTED] in
support of TI 003
(ACRN A3).
(OTHER)

400009 Incremental
funding in the
amount of
[REDACTED] in
support of TI
003-1J (ACRN A6).
(OTHER)

400010 Incremental
funding in the
amount of
[REDACTED] in
support of TI
003-1GX (ACRN
A7). (OTHER)

400011 Incremental
funding in the
amount of
[REDACTED] in
support of TI
003-1QX (ACRN
A9). Deobligated
[REDACTED] on Mod
08. (OTHER)

400012 Incremental
funding in the
amount of
[REDACTED] in
support of TI
003-2QX (ACRN
B1). Deobligated
[REDACTED] on Mod
08. (OTHER)

400013 Incremental
funding in the
amount of
[REDACTED] in
support of TI 002
(ACRN A2).
(OTHER)

400014 Incremental
funding in the
amount of
[REDACTED] in
support of TI 003
(ACRN B2).
(OTHER)

400015 Incremental
funding in the
amount of
[REDACTED] in

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support of TI 005
(ACRN B3).
(OTHER)

400016 Incremental
funding in the
amount of
[REDACTED] in
support of TI
003-1QX (ACRN
B4). (OTHER)

400017 Incremental
funding in the
amount of
[REDACTED] in
support of TI
003-2QX (ACRN
B5). (OTHER)

400018 Incremental
funding in the
amount of
[REDACTED] in
support of TI 003
(ACRN A3).
(OTHER)

4300	Workforce Development and Evaluation Services. LABOR only. Option Period 1 (Year 3). (TBD) Option	[REDACTED]	LH	\$ [REDACTED]	[REDACTED]	[REDACTED]
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4400	Workforce Development and Evaluation Services. LABOR only. Option Period 2 (Year 4). (TBD) Option	[REDACTED]	LH	\$ [REDACTED]	\$ [REDACTED]	[REDACTED]
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4500	Workforce Development and Evaluation Services. LABOR only. Option Period 3 (Year 5). (TBD) Option	[REDACTED]	LH	\$ [REDACTED]	\$ [REDACTED]	[REDACTED]
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For ODC Items:

Item	Supplies/Services	Qty	Unit	Est. Cost
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6000	Workforce Development and Evaluation	1.0	LO	[REDACTED]

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Services. ODC's
only. Base Period
1 (Years 1 & 2).
(TBD)

600001 Workforce
Development and
Evaluation
Services. ODC's
only. (WCF)

600002 Workforce
Development and
Evaluation
Services. ODC's
only. (WCF)

600003 Workforce
Development and
Evaluation
Services. ODC's
only. (WCF)

600004 Workforce
Development and
Evaluation
Services. ODC's
only. (WCF)

600005 Workforce
Development and
Evaluation
Services. ODC's
only. (WCF)

600006 Incremental
funding in the
amount of
[REDACTED] in
support of TI 003
(ACRN A5).
(OTHER)

600007 Incremental
funding in the
amount of
[REDACTED] in
support of TI 002
(ACRN A8).
(OTHER)

600008 Incremental
funding in the
amount of
[REDACTED] in
support of TI
003-1GX (ACRN
A7). (OTHER)

600009 Incremental
funding in the
amount of
[REDACTED] in
support of TI

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003-1QX (ACRN
A9). Deobligated
[REDACTED] on Mod
08. (OTHER)

600010 Incremental
funding in the
amount of
[REDACTED] in
support of TI
003-2QX (ACRN
B1). Deobligated
[REDACTED] on Mod
08. (OTHER)

600011 Incremental
funding in the
amount of
[REDACTED] in
support of TI 001
(ACRN A1).
(OTHER)

600012 Incremental
funding in the
amount of
[REDACTED] in
support of TI 003
(ACRN B2).
(OTHER)

600013 Incremental
funding in the
amount of
[REDACTED] in
support of TI 005
(ACRN B3).
(OTHER)

600014 Incremental
funding in the
amount of
[REDACTED] in
support of TI
003-1QX (ACRN
B4). (OTHER)

600015 Incremental
funding in the
amount of
[REDACTED] in
support of TI
003-2QX (ACRN
B5). (OTHER)

600016 Incremental
funding in the
amount of
[REDACTED] in
support of TI 003
(ACRN A3).
(OTHER)

600017 Incremental

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funding in the
amount of
[REDACTED] in
support of TI 002
(ACRN B6).
(OTHER)

600018 Incremental
funding in the
amount of
[REDACTED] in
support of TI 001
(ACRN B7).
(OTHER)

6300 Workforce [REDACTED] LO \$ [REDACTED]
Development and
Evaluation
Services. ODC's
only. Option
Period 1 (Year
3). (TBD)
Option

6400 Workforce [REDACTED] LO \$ [REDACTED]
Development and
Evaluation
Services. ODC's
only. Option
Period 2 (Year
4). (TBD)
Option

6500 Workforce [REDACTED] LO \$ [REDACTED]
Development and
Evaluation
Services. ODC's
only. Option
Period 3 (Year
5). (TBD)
Option

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

Performance Work Statement
For
WORKFORCE DEVELOPMENT SERVICE
Naval Surface Warfare Center, Crane Division

1.0 Introduction

Naval Surface Warfare Center, Crane Division (NSWC Crane) is a world class Naval installation providing technical solutions to the Department of Defense. The secured installation is located in southwest Indiana and covers approximately 100 square miles. Approximately 3,000 government personnel are employed, with seventy-five percent (75 %) of the workforce being scientists, engineers, and technicians.

1.1 Background

NSWC Crane provides comprehensive leadership and support for complex military systems spanning development, deployment and sustainment in three mission areas: Electronic Warfare/Information Operations, Strategic Missions, and Special Missions. NSWC Crane leverages its unique technical capabilities and those of industry partners to provide rapid response technical solutions to meet the mission of the warfighter.

1.2 Scope

This performance work statement (PWS) specifies the design integrator and delivery requirements for Workforce Development and Evaluation services for Naval Surface Warfare Center Crane Division (NSWC Crane). The contractor shall serve as the design integrator for Workforce Development by providing workforce development expertise and analysis; delivering comprehensive instructional training development needs to the workforce; and development of frameworks identifying forward lines of career movement/growth. This includes identifying and evaluating training needs of the workforce; identifying or developing training programs/classes and structure; providing or facilitating the delivery of instruction; and providing facilities, materials, equipments, logistics and administrative processes as required to meet the needs of the NSWC Crane workforce. These functions shall be performed through consultation with NSWC Crane's Chief Learning Officer (CLO) (or assigned designee) to determine program offerings, delivery methods, scope, locations, and purpose of instruction.

The contractor will provide the Workforce Development function that shall, as a minimum:

- Administer, manage, assess, and address training, and career development programs comprised of the Workforce Development function and the effectiveness of the program.
- Serve as the design integrator for Workforce Development in order to review, develop, validate, revise, and manage courseware in a centralized library and provide classroom business and technical instruction.
- Provide classroom facilities, materials, equipments, logistics and administrative processes as required to include administration and management of classroom facilities, networks, equipment,

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and property.

-Respond flexibly and proactively to changing service requirements, and prioritize activities to best accomplish mission and customer support.

-Establish and administer testing services and document and maintain training requirements, allocations, and student records

-Monitor, measure, analyze, evaluate, and provide recommendations that will provide a framework for continuous improvement the Workforce Development function.

-Provide and maintain qualified staff.

Beginning in or around May, 2011, the Navy Enterprise Resource Planning Program (ERP) will be implemented at NSWC Crane and will require a temporary increase in classroom capacity, equipment, communication requirements and related facility support. The Government shall provide instructors for the implementation training effort. Timelines for conversion results in this effort consisting of an intense training period for approximately 1,100 employees of the NSWC Crane's government and contractor workforce.

1.5 Applicable Contract Paragraphs

This Task Order (TO) applies to the following Statement of Work paragraphs of the basic SeaPort Enhanced (Seaport-e) Multiple Award Contract (MAC):

Basic SOW

3.12 Information System (IS) Development, Information Assurance (IA), and Information Technology (IT) Support

3.18 Training Support

3.20 Program Support

2.0 Applicable Documents

The documents listed in this section are applicable to this PWS. This section may not include documents cited in other sections of this PWS or recommended for additional information or as examples. While every effort has been made to ensure the completeness of this list, document users are cautioned they must meet all specified requirements documents as cited in this PWS, whether or not they are listed. In the event of conflict between the documents referenced herein and the contents of the PWS, the contents of the PWS shall prevail:

- NSWC Crane Security Procedures
- DODI 4145-26M Facilities Security
- DODI-5200-1R Information Security Program
- DOD Directive 8500.1, Information Assurance
- DOD Instruction 8500.2, Information Assurance Implementation
- SECNAVINST 5239.3B, Department of the Navy (DoN) Information Assurance Policy
- Defense Federal Acquisition Regulation Supplement (DFARS) Part 239, Acquisition of Information Technology
- SECNAVINST 5211.5E, Department of the Navy (DON) Privacy Program
- SECNAVINST 5370.2J CH 1 Standards of Conduct and Government Ethics
- OPNAVINST 5100-23E Navy Occupational Safety and Health Program

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- NAVWPNSUPPCENINST 11300.1 Energy Conservation
- NAVWPNSUPPCENINST 11320.2A Fire Protection Manual
- NAVWPNSUPPCENINST 11210-1L Center Operations during Inclement Weather
- NSWC CRANE INSTRUCTION 12410.1C NSWC Crane Training, Education, and Career Development
- NSWC Crane Note 12600 Observed Holidays and Closed Days
- OPNAVINST 5102.1C Mishap Investigation and Reporting
- ISO 9001:2000 Quality Program
- Department of Defense Form 254 (DD Form 254), Contract Security Classification

Specification

- Standard Form 182 (SF-182) Authorization, Agreement, and Certification of Training
- OPM Subject Area Identification (SAID) Family Desk Guide
- DON OCHR Mass Upload Spreadsheet Desk Guide Version 3.0, April 2009
- SAID Management in the Personnel Management Information System (PERMIS) Process
- SAID Number Request Template
- Master Training Course Schedule and Workspace Process
- Class Announcement Template
- NSWC Crane Attendance Roster

3.0 Task Requirements

The contractor shall furnish all facilities, materials, equipments, and labor to provide the following support services. Technical Instructions (TI) will be issued by the Contracting Officers Representative (COR)/Contracting Officer to initiate individual tasking. Each TI will be separately funded via task order modifications.

- 3.1 Research and Development Support- N/A
- 3.2 Engineering, System Engineering, and Process Engineering- N/A
- 3.3 Modeling, Simulation, Stimulation, and Analysis Support- N/A
- 3.4 Prototyping, Pre-Production, Model-Making and Fabrication Support- N/A
- 3.5 System Design Documentation and Technical Data Support- N/A
- 3.6 Software Engineering, Development, Programming, and Network Support- N/A
- 3.7 Reliability, Maintainability, and Availability (RM&A) Support- N/A
- 3.8 Human Factors, Performance, and Usability Engineering Support- N/A
- 3.9 System Safety Engineering Support- N/A
- 3.10 Configuration Management (CM) Support- N/A
- 3.11 Quality Assurance (QA) Support- N/A

3.12 Information System (IS) Development, Information Assurance (IA) and Information Technology (IT) Support

3.12.1 Information Assurance Contractor shall provide systems in accordance with Department of Defense (DoD) Directive 8500.1, "Information Assurance", DOD Instruction 8500.2, "Information Assurance Implementation", Secretary of the Navy (SECNAV) Instruction 5239.3B, Department of the Navy (DON) "Information Assurance Policy", and "Defense Federal Acquisition Regulation Supplement (DFARS) Part 239, "Acquisition of Information Technology". All information systems and networks used or operated by contractors, or other organizations on

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behalf of the DoD, that receive, process, store, display, or transmit DoD information will have an Information Assurance (IA) program in place that is consistent with DoD and DoN policies. This IA program may be periodically inspected by NSWC Crane Command IA personnel to validate compliance with DoD and/or DoN Policies. In the event of a compromise of DoD information, and/or a spillage of classified DoD data, the information systems could become property of the DoD. The criteria and remedy (or determination) for the type and level of spillage is defined in the reference documents.

3.12.2 Automated Systems. Contractor shall be required to obtain a Common Access Card (CAC) badges from the government for access to government automated systems, when the contractor personnel are required to access systems requiring CAC authentication. The contractor must be adaptable to changes in automated systems and processes and may be required to make necessary modifications to their business practices in order to accommodate new system processes and procedures as determined necessary by the government.

- 3.13 Inactivation and Disposal Support- N/A
- 3.14 Interoperability, Test and Evaluation, Trials Support- N/A
- 3.15 Measurement Facilities, Range and Instrumentation Support- N/A
- 3.16 Logistics Support- N/A
- 3.17 Supply and Provisioning Support- N/A

3.18 Training Support

3.18.1 Needs Assessment. Contractor shall conduct workforce developmental needs assessments to analyze and develop annual training program plans. Needs assessments shall be based on government provided data such as strategic forecasting, individual development plans, historical data, and contractor's professional knowledge. Various needs assessment will be conducted. The depth and breadth will vary depending upon situation. Needs assessment will be identified by Technical Instruction. At a minimum, review of the approximately 3,000 current individual development plans, historical data, and the strategic goals and current policy/issues, will be used to identify gaps in the workforce skills (Reference Data Deliverables A001 and A002). At a minimum a needs assessment will be due approximately 120 days of award with an anticipated annual need thereafter. Contractor shall maintain data in an electronic system to be identified by government in Technical Instruction. Ad-hoc requests may be submitted by employees. These are defined as unique requests for individual (non-group) training. Ad-hoc requests shall be evaluated to ensure applicability to overall plans and mission. (Reference CDRL A001 and A002).

3.18.2 Development Offerings and/or Vendor Selection. Contractor shall provide instructional design, course development, curriculum design, and instructional delivery of content to meet the needs assessment and ad-hoc training requests using recognized models such as the Instructional Systems Design (ISD) Method and the Analyze, Design, Develop, and Evaluate Effectiveness (ADDIE) Model. These tasks shall be performed by qualified personnel and delivered through professionally designed instructional methods. These offerings shall be in support of a variety of disciplines and functional areas encompassing professional development, leadership development, technical and business skills, supervision, management, project management, logistics, mentoring, contracting, acquisition, executive management programs, and others. All offering shall have government CLO or assigned designee approval prior to contractor execution (reference CDRL A003 and A004).

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3.18.3 Course Selection System. Contractor shall be required to use the Office of Personnel Management (OPM) Subject Area Identification (SAID) Family Desk Guide numbers for each course offering in accordance with the criteria outlined in the government furnished document. Contractor shall maintain and update the NSWCrane government owned system to appropriately record/update SAID numbers (reference CDRL A005).

3.18.4 Announcing and Scheduling of Classes. Contractor shall use government furnished template for announcements and shall notify appropriate audience of upcoming offerings by email. Government will provide information on appropriate audience with CDRL A002 approval. Contractor shall send announcements 60 days prior to start date, except when specifically requested by the customer, but in no case less than 30 days.

3.18.5 Registration and Cancellations. Contractor shall be accountable for facilitating the registration process for all offerings. Contractor shall monitor registration and re-announce offerings as necessary to maximize registration. In the event of low registration, contractor shall notify requestor by email prior to cancelling offering.

3.18.5.1 Contractor shall establish a workspace in the Master Schedule on NSWCrane's SharePoint website for each offering, in order to track registrations received for enrollment. Each offering shall be assigned a registration deadline.

3.18.5.2 Registration shall typically be accomplished on a "first come-first serve basis", and shall be confirmed with an approved Authorization, Agreement and Certification of Training, Standard Form 182 (SF-182) unless otherwise directed by the CLO.

3.18.5.3 Contractor shall provide email notification within 48 hours to the enrollee confirming an employee's enrollment for any registered offering.

3.18.5.4 Contractor shall manage the capacity of an offering and is responsible for closing once the maximum size has been reached. Capacity will be determined as a result of approval of Proposed Offerings (A003).

3.18.5.5 Contractor shall maintain a wait list for each offering when enrollments exceed maximum class size. Should cancellations occur the contractor shall register the employees on the wait list using the "first come-first serve" method. Wait lists shall be managed and maintained in the Crane SharePoint workspace.

3.18.5.6 In the event a student is unable to attend the offering after the registration deadline, the funding organization shall have first right to name an alternate prior to the Contractor selection from the wait list. The contractor shall notify the appropriate student and student's supervisor for replacement opportunity.

3.18.5.7 In the event an offering is cancelled due to low enrollment or other unforeseen circumstances, the contractor shall be responsible for cancelling all arrangements, notifying the requestor, and providing email notification to enrollees no less than ten working days prior to the planned start date. Contractor shall not be reimbursed for cancelled classes unless cancellation was directed by the government.

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3.18.6 Tuition Cost and Fees The contractor shall accept the SF-182 document as the government’s purchase order for registration and payment authorization. Contractor is responsible for identifying full tuition costs when announcing offerings. Tuition shall include all related subcontractor, material, and facility costs. Tuition is being used as a general term for cost related to course offerings and is not intended necessarily in the sense of tuition by educational institutions.

3.18.7 Corporate Offerings. Some class offerings may be identified by the CLO or designee at no cost to employees. These will typically be processed on a single corporate SF-182 (reference CDRL A006).

3.18.7.1 Registration shall typically be accomplished on a “first come-first serve basis” for all corporately funded offerings and does not require individual employees to submit an SF-182 unless otherwise directed by the CLO.

3.18.7.2 Contractor shall receive email from government personnel requesting a seat assignment in the corporately funded offerings. The email must include supervisory approval to attend. The SharePoint workspace will be used to register and enroll students who have obtained supervisory approval.

3.18.8 Delivery and Facilitation of Offerings. Contractor shall be accountable for facilitation, delivery and administrative activities related to each scheduled offering. The contractor shall provide the government notification thirty or more days in advance of each event.

3.18.8.1 Contractor shall be responsible for taking class attendance using government furnished Attendance Roster template. Contractor shall verify that each student in attendance has an accurate and complete SF-182 when required for attendance or supervisory approval to attend the corporately funded offerings. Original attendance rosters shall be retained for audit purposes and provided to the government upon request.

3.18.8.2 Any student arriving 45 minutes after offering begins shall be considered late. Students shall be admitted to the class (reference CDRL A007).

3.18.8.3 Any student arriving after 1200 on the first day of the offering will be considered a no show and not allowed admittance unless approval is received from supervisor or CLO. The contractor shall notify student’s supervisor no later than 1:00 pm on the first day of the offering if the student is a no show (reference CDRL A007).

3.18.8.4 Contractor shall be responsible for administering student evaluations, testing, analyzing and reporting the results in a monthly report.

3.18.9 Evaluation and Assessment. Contractor shall use tools that effectively evaluate and assess offerings such as multi-tiered evaluation methods to determine effectiveness of instructor and value related to business results. Contractor shall conduct, document, and analyze surveys following each offering (reference CDRL A008 and A009).

3.18.10 Recordkeeping. Contractor shall gather and maintain records relating to all offerings, track qualification and certification requirements. Contractor shall update government systems to

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capture planned and actual offerings enrollment and attendance, grades, and completion. Contractor shall monitor enrollments to ensure completions are recorded. In cases where enrollments are still open after course completion date, contractor shall notify student via email within thirty days to obtain appropriate documentation and record completion as appropriate. Some recordkeeping will be required for events that did not result from contractor provided offerings. Contractor shall limit the number of data entry personnel to minimize access, typically to a primary and a back-up. Data shall be input at 98% accuracy. Government systems are identified in paragraph 4.1.

3.18.11 Workforce Development Training Facility/Equipment/Resource Management.

Contractor shall provide facility and all supporting service, material, equipment, and labor to execute this task order unless otherwise specified by the government.

3.18.11.1 All offerings will be held at off-site locations unless specifically requested by the government.

3.18.11.2 Contractor shall provide adequate space to conduct on average, 15 offerings per week, based on a 46 week annual schedule. A minimum requirement of seven classrooms to accommodate thirty students and one classroom to accommodate 60 students is anticipated. The number of classrooms will be reviewed annually by the government. Course lengths vary and are normally one hour to eighty hours.

3.18.11.3 Contractor shall make facility available typically from 0730 through 1630 hours local time each work day, unless otherwise notified by the government. Facility usage outside of these hours shall require prior written approval by CLO or designee.

3.18.11.4 Classrooms must be clean, well ventilated, with adequate temperature control, provide adequate lighting and comfortable seating. Facilities shall be designed to accommodate up to thirty and sixty students per class as described in Paragraph 3.18.11.2.

3.18.11.5 In addition to the classrooms, contractor shall provide two computer labs with 20 student computer workstations in each lab. Computer systems shall be in accordance with requirements listed below and in accordance with Paragraph 3.12.1. Contractor will not be required to have Navy Marine Corp Intranet (NMCI) connectivity for performance of this tasking. Computers shall have access to high speed internet capability that allows all users simultaneous access. Minimum bandwidth requirements must meet requirements in accordance with Paragraph 3.18.12.2. Verification testing will be required (reference CDRL A020).

- **Workstation Hardware: (minimum requirements):**

- Minimum workstation computer hardware, software, and operating system configuration shall meet or exceed Microsoft's requirements for MS Office 2007 and the additional requirements listed below and in accordance with Paragraph 3.12.1.
- **Additional Hardware Requirement:**
- Peripherals: Common Access Card (CAC) Reader
- Minimum of 17" monitor

- **Connectivity:**

Workstation connectivity shall be at a minimum of no less than 100MB/s to a switched network.

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- **Other Workstation Software notes:**
- Microsoft Internet Explorer, Version 7.x or later version
- Microsoft Office 2007
- Microsoft Office Project 2007
- Adobe Acrobat Reader 9.1 or later version
- Adobe Flash Player Version 10 or later version
- ActivClient Smart Card Middleware
 - Versions 6.1
- RealPlayer Enterprise Version 2.1.2 or later

3.18.11.6 Classrooms and computer labs shall be equipped with current technology audio visual. One additional computer, of the same configuration and requirements, shall be provided for instructor use in each classroom and computer lab.

3.18.11.7 Contractor shall be responsible for providing all technical and administrative support of the audio visual, computer labs and communication capability.

3.18.11.8 Contractor shall provide training facilities within one hour commute of perimeter of NSWC Crane. In some instances training may be held at alternate locations when designated and/or approved by the government. Ad-hoc training and government provided training are examples of circumstances when this might occur.

3.18.11.9 Adequate parking shall be available to accommodate the number of students.

3.18.11.10 A sufficient number of modern restrooms shall be available and located in close proximity to the classrooms for students' use.

3.18.11.11 Contractor shall provide sufficient space and vending machines for student use during lunch periods and classroom breaks.

3.18.11.12 Facility, classrooms, restrooms, and parking shall be handicapped accessible and meet American's with Disabilities Act (ADA) requirements.

3.18.11.13 Classrooms shall be large enough to accommodate numerous configurations based on the instructor requirements.

3.18.11.14 Facilities and equipments/communications shall be fully operational 95% of the class time.

3.18.11.15 The contractor shall provide personnel for facilities management or arrange for adequate facility management.

3.18.11.16 The contractor shall be responsible for physically configuring classrooms as required and as specified by the training instructor.

3.18.11.17 Hardware and/or software configurations shall not be used other than those listed above without the written approval from the CLO or designee.

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3.18.12 Navy Enterprise Resource Planning (ERP) Facility. In addition to the facility requirements identified in paragraph 3.18.11, beginning 1 April 2011, the contractor shall be required to provide increased facilities, parking, equipments, communications, and facility management. ERP implementation is estimated to begin 1 May 2011. The contractor shall make the facility available to the government for meetings and testing on 1 April 2011. Verification testing will be required (reference CDRL A021).

3.18.12.1 Contractor shall provide a single facility or a set of separate but contiguous facilities with ten classrooms and adequate parking. Each classroom shall be designed to comfortably accommodate twenty students and two instructors. During this implementation period, the government shall provide all instructors. Contractor shall coordinate and manage logistics, record attendance (Para. 3.18.8.1, 3.18.8.2, and 3.18.8.3), recordkeeping (Para. 3.18.10), and technical and administrative classroom support (Para 3.18.11.7). Contractor may also be required to register students, schedule classroom delivery, and be present during instructional delivery. Specific instructions will be issued in the TI.

3.18.12.2 Each classroom shall be equipped as follows:

- **Instructor Workstation Requirements:**
 - One Instructor workstation is required per classroom
 - The instructor workstation must meet the same requirements as the Student Workstation with the addition of the following requirements:
 - Connected to local Laser Printer (Minimum capabilities: 20 PPM, Black and White)
 - Connected to DLP Display Projector (800 x600 resolution minimum)

- **Student Workstation Hardware: (minimum requirements) twenty-three per classroom (twenty for students, one for assistant instructor and two available for back-up).**
 - Processor: 2ghz
 - Memory: 2GB
 - Storage: 80GB min hard drive
 - Peripherals: CAC Reader
 - Meets requirements in Paragraph 3.12.1

- **Workstation Operating System:**
 - Windows XP
- **Workstation Web Browser:**
 - Microsoft Internet Explorer, Version 7.x or later version
- **Workstation Bandwidth / Latency**
 - Minimum of 72kbit/s sustained throughput per user
 - Maximum of 500ms round trip for normal access

- **Other Workstation Software:**
 - ActivClient Smart Card Middleware, Versions 6.0 and 6.1
 - Citrix client, Version 12.03 or greater
 - Minimum of Microsoft Office Professional 2007
 - Adobe Acrobat Reader, Version 9.3.1 or current approved DoD and DoN Standards
 - Adobe Flash Player, Version 10 or current approved DoD and DoN Standards

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Notes: Hardware and/or software configurations shall not be used other than those listed above without written approval from the CLO or designee.

- **Facility IT Infrastructure Requirement:**
- Loss of connectivity must be restored within four hours.

3.18.12.3 As implementation progresses, the number of classrooms are anticipated to decrease as indicated below:

- 1 April 2011 through 31 December 2011 – ten classrooms
- 2 January 2012 through 31 January 2012 – five classrooms
- 1 February 2012 through 28 February 2012 – three classrooms
- 1 March 2012 through 31 March 2012 – two classrooms

3.18.13 ERP Sustainment Training. Beginning 1 April 2012, ERP implementation is projected to be complete and the training is expected to go into sustainment mode. At that point the contractor shall assume all ERP support including providing instructors. Specific applicable tasking will be identified in the TI. The contractor may choose to integrate these two classrooms into the overall Workforce Development Training Facility. Specific IT requirements will still apply unless modified by the government. The ERP curriculum is configuration controlled and shall be provided as GFI. Instructors shall be required to obtain Train the Trainer certification through the Naval Sea Systems Command ERP Business Office. Train the Trainer certification is a four to six week class normally held in the Washington DC area and requires the instructors to learn all the modules in ERP. In the event that the contractor needs to travel for this certification, a TI modification will be issued. The contractor shall maintain a pool of up to three certified instructors though the life of the Task Order (reference CDRL A015). Exact numbers of instructors will be delineated in the TI. The projection for sustainment mode is two classrooms. The government shall provide the contractor sixty days written notice if the requirement for required classrooms or certified instructors changes. The number of classrooms and instructors will be reviewed annually by the government.

3.19 In-Service Engineering, Fleet Introduction, Installation and Checkout Support-
N/A

3.20 Program Support

3.20.1 Data Call Support. Contractor shall gather data and prepare reports in various formats as prescribed by the government on recurring basis. Government shall provide data call requirements and formats on an as needed basis. Variance in data calls are expected and could occur with any frequency – daily, weekly, monthly, and annually. When applicable, contractor shall serve as primary point of contact for various data calls. Examples of data calls included gathering data and creating reports and/or presentations (reference CDRL A010).

3.20.2 Career Planning and Development. The contractor shall provide career planning guidance. This guidance shall be in the form of analyzing and evaluating career development paths for particular disciplines/functional areas as identified by the government and developing criteria/curriculum plans to enable employees to understand a path to more effectively select development opportunities (reference CDRL A011).

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3.20.3 Program Management Support and Oversight Support. The contractor shall provide program management and oversight support of government specified programs such as Leadership Development programs as requested by the government. Contractor shall provide qualified professional personnel to guide, coach, and facilitate such programs (reference CDRL A012).

3.20.4 Knowledge Management, Learning Strategies and Methodologies. Contractor shall evaluate knowledge management theories and models, and learning strategies and methodologies and recommend solutions, gather workforce data and provide reports as specified by the government (reference CDRL A013).

3.20.5 Meeting Support. The contractor shall provide qualified personnel to attend meetings including, but not limited to, strategic planning, workforce shaping, data gathering, and quality meetings. Personnel shall attend such meetings to obtain information for use in accomplishing tasks specified in paragraph 3.0. As a result of attendance, the contractor shall prepare and deliver a report for government review containing information on trips, contacts, discussions, and outcomes during attendance (reference CDRL A014).

3.20.6 Protecting Personally Identifiable Information (PII). The contractor shall safeguard and manage PII in accordance with SECNAVINST 5211.5E, Department of Navy Privacy Program. The contractor shall administer a monitoring process to ensure compliance with the provisions of SECNAVINST 5211.5E. Contractor employees must also complete PII training annually (reference CDRL A016).

3.21 Functional and Administrative Support- N/A.

3.22 Public Affairs and Multimedia Support- N/A.

4.0 Government Furnished Items All Government furnished information, material, and equipment will be specified in the individual technical instructions. All government furnished information is the property of the U.S. Government and shall not be transferred to any individual or agency public or private without the express written approval of the Task Order Contracting Officer, except as required for the specific performance of tasks under this contract.

4.1 Government Furnished Systems (GFS) The government shall provide access to automated systems for authorized users who are in accordance with Paragraph 3.12.1, specifically ILSMIS, PERMIS, SharePoint, and ERP for the contractor to process, record, and maintain personnel training records. Other system access will be granted on an as needed basis.

4.2 Government Furnished Information (GFI) The government shall provide the contractor all applicable workforce development information related to the use and application of GFI (see Section J). Government personnel shall provide training to the contractor in the application of the OPM standard recordkeeping formation for all government training records. This training shall consist of hands-on training at NSWC Crane for a period of two weeks. Updated GFI shall be provided when document modifications occur.

5.0 Data Deliverables. All data deliverables under this TO shall be in compliance with the format and guidance specified in the DoD 5000.2 series, as applicable, or a specified in the task description. All data deliverables shall be provided electronically to the Contracting Officer Representative (COR).

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5.1 Technical Report/Study Services-Needs Assessment Report A001 As requested, the Contractor shall provide various Needs Assessment Reports as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as stated in the TI for each task.

5.2 Technical Report/Study Services-Ad-Hoc Request Reports A002 As requested, the Contractor shall provide various Ad-Hoc Request Reports as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as stated in the TI with the first submission due NLT the 15th working day of the month and monthly thereafter.

5.3 Technical Report/Study Services-Proposed Offering Listing A003 As requested, the Contractor shall provide a Proposed Offering Listing Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as stated in the TI for each task.

5.4 Technical Report/Study Services-Course Offering Summary Report A004 As requested, the Contractor shall provide a Course Offering Summary Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted quarterly and as stated in the TI for each task.

5.5 Technical Report/Study Services-Offering Report by SAID Number A005 As requested, the Contractor shall provide an Offering Report by SAID as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted quarterly and as stated in the TI for each task.

5.6 Technical Report/Study Services-Corporate Offering Report A006 As requested, the Contractor shall provide a Corporate Offering Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted quarterly and as stated in the TI for each task.

5.7 Technical Report/Study Services-Student Late/No Show Report A007 As requested, the Contractor shall provide a Student Late/No Show Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as stated in the TI with the first submission due NLT the 15th working day of the month and monthly thereafter.

5.8 Technical Report/Study Services-Student Evaluation and Assessment A008 As requested, the Contractor shall provide a Student Evaluation and Assessment Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as stated in the TI with the first submission due NLT the 15th working day of the month and monthly thereafter.

5.9 Technical Report/Study Services-Offering Evaluation and Assessment A009 As requested, the Contractor shall provide an Offering Evaluation and Assessment Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and

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CDRL Numbers. Report shall be submitted as stated in the TI with the first submission due NLT the 15th working day of the month and monthly thereafter.

5.10 Technical Report/Study Services-Data Calls A010 As required, the Contractor shall provide a Data Call Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as stated in the TI for each task.

5.11 Technical Report/Study Services-Career Planning Guide A011 As required, the Contractor shall provide a Career Planning Guide as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as stated in the TI for each task.

5.12 Technical Report/Study Services-Program Management A012 As requested, the Contractor shall provide Program Management Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as stated in the TI for each task.

5.13 Technical Report/Study Services-Knowledge A013 As requested, the Contractor shall provide Knowledge Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as stated in the TI for each task.

5.14 Technical Report/Study Services-Meeting Support/Trip Report A014 As required, the Contractor shall provide a Meeting Support/Trip Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted monthly as required and as stated in the TI for each task.

5.15 Technical Report/Study Services-Train the Trainer Certification A015 As required, the Contractor shall provide a Train the Trainer Certification Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as required and as stated in the TI for each task.

5.16 Technical Report/Study Services-PII Training Roster A016 As requested, the Contractor shall provide a PII Training Roster Report. Report shall include cover sheet identifying Contract, TO, and CDRL Numbers. The first report shall be submitted 30 days after contract award and annually thereafter.

5.17 Technical Report/Study Services-Contractor's Progress Status and Management Report A017 As requested, the Contractor shall provide a Contractor's Progress Status and Management Report as stated in the Technical Instruction (TI). Report shall include cover sheet identifying Contract, TO, TI and CDRL Numbers. Report shall be submitted as stated in the TI with the first submission due NLT the 15th working day of the month and monthly thereafter.

5.18 TO Funding Notification Letter A018 The Contractor shall provide a TO Funding Notification Letter. First Submission is due no later than the 15th working day following the end of the first full reporting period after TO award. Subsequent reports are due no later than the 15th

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working day following the end of the month.

5.19 TO Funding Notification Letter – Monthly A019 The Contractor shall provide a Monthly Labor Hours Report, which shall be due with and shall accompany Contractor’s invoice, to the Government COR for the TO that lists the following information for each Contractor employee assigned to the task and a summary for each tasking within the TO. First Submission is due no later than the 15th working day following the end of the first full reporting period after TO award. Subsequent reports are due no later than the 15th working day following the end of the month.

- a. Contractor’s full name
 - b. TO or Modification Number
 - c. Labor Category
 - d. Calendar dates of the report period.
 - e. Authorized Period of Performance, e.g., 10/1/2009 through 3/12/2010
 - f. Customer/Department
 - g. Contractor’s Manager/Task Leader/Resource Leader Full Name
 - h. Total “Authorized” Funding
 - i. Total “Cumulative to Date” Costs
 - j. Total “Current Reporting Period” Costs
 - k. Percent of Authorized Funding Expended to Date
 - l. Total “Authorized” Labor Hours
 - m. Total “Cumulative to Date” Labor Hours
 - n. Total “Current Reporting Period” Labor Hours
 - o. Percent of Authorized Labor Hours Expended to Date
 - p. Unfunded Costs
 - q. Funded Costs
 - r. Balance of funded Dollars with Obligations
 - s. Summary of Events, Problems and Status of Task for Reporting Period
- For each SF 182 processed, the 8 digit number following N00164 10 TG located in Section C. Block 5 (See Performance Work Statement, paragraph 3.18.6 and 3.18.17).

5.20 Technical Report/Study Services-Verification Testing A020 As requested, the Contractor shall provide verification report that will validate that the Workforce Development Training Facility requirements, namely the software, hardware specifications, and Information Assurance requirements have been provided as required in the PWS (Paragraphs 3.12.1, 3.18.11.5 and 3.18.12.2). Government shall validate report by ping testing (or other means to be determined by the IAM) to ensure that the access roundtrip and sustained throughput per user are equal or better than specified in the PWS.

5.21 Technical Report/Study Services-Verification Testing A021 As requested, the Contractor shall provide verification report that will validate that the ERP Training Facility requirements, namely the software, hardware specifications, and Information Assurance requirements have been provided as required in the PWS (Paragraphs 3.12.1 and 3.18.12.2). Government shall validate report by ping testing (or other means to be determined by the IAM) to ensure that the access roundtrip and sustained throughput per user are equal or better than specified in the PWS.

6.0 SPECIAL CONDITIONS

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6.1 Security and Safeguard Requirements. The work performed under this Task Order involves access to, and the handling of government personnel records containing PII. Records shall be maintained in a controlled facility/room. Physical entry shall be restricted by the use of locks, and is accessible only to authorized personnel. Access to the government personnel records containing PII shall be limited to person(s) responsible for servicing the record in performance of their official duties to the government and who have been properly screened and cleared for need-to-know. All documents containing PII data will be properly marked “FOR OFFICIAL USE ONLY – PRIVACY SENSITIVE” – Any misuse or unauthorized disclosure of government PII data can result in both civil and criminal penalties”. Access to computerized data is restricted by passwords, which are changed periodically. In order to minimize access to government personnel records containing PII, the contractor shall appoint two contractor personnel (primary and back-up), to input training records into the GFS.

The Contractor shall appoint a Security Officer who shall (1) be responsible for all security aspects of the work performed under this TO, (2) assure compliance with all DOD and Service regulations regarding security and (3) assure compliance with any written instructions from the Security Officers of each Government facility. In the event that any individual tasking requires a higher level of clearance, a separate DD Form 254 will be prepared and issued. The Contractor may be required to have access to live data during the performance of this TO. Any records and data or information the Contractor may have access to may be highly sensitive and confidential. The Contractor must not divulge any information about files, data processing activities or functions, user ids or passwords or any other knowledge that may be gained to anyone not authorized to have access to such information. It is the Contractor’s responsibility to ensure that all required employees have proper authority. All classified material shall be processed and protected in accordance with the provisions of this performance work statement and all required instructions and directives in effect concerning the processing of classified material. U.S. Citizenship is required for all positions.

6.2 Travel.

6.2.1 Local Travel The contractor shall be required to travel to NSWC Crane to pick up and deliver documents and/or material as requested by the government. Some travel may be repetitive such as travel to and from buildings within the NSWC Crane confines or between the contractors provided training facilities, other local venues and other contractor facilities.

6.2.2 Long Distance Travel and Travel Authorization (TA) On occasion, the contractor shall be required to travel throughout the Continental United States (CONUS) to attend meetings, conferences, or training. All travel requests for Contractor's long distance travel will be authorized by a COR/Contracting Officer approved Travel Authorization (TA) unless specified on the TI. The Contractor shall submit a trip report to the points of contact listed on the TI for all travel performed no later than 14 days after completion of the trip.

6.3 Contracting Officer’s Representative (COR) The COR is the point of contact for non-substitutive communications of a technical nature. Only the Contracting Officer has the authority to change the requirements of this order(s). The COR for this task order is:

Ron Wise
Bldg. 5, 300 Hwy 361

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Crane, IN 47522
ronald.wise@navy.mil
(812)854-8568.

6.4 Requiring Technical Activity (RTA). The RTA contacts are Functional Managers, Task Managers and Project Managers which will be identified in individual TIs.

6.6 Control of Contractor Personnel. The contractor shall comply with the requirements of NAVWPNSUPPCENNIST 5510.1 and NAVWPNSUPPCNEINST 5910.1. All persons engaged in work while on Government property shall be subject to search of their persons (no bodily search) and vehicles at any time by the government, and shall report any known or suspected security violations to the NSWC Crane Division Security Department. Assignment, transfer, and reassignment of contractor personnel shall be at the discretion of the contractor. However, when the government directs, the contractor shall remove from contract performance any person who endangers life, property, or national security through improper conduct. All contractor personnel engaged in work while on government property shall be subject to the Standards of Conduct contained in SECNAVINST 5370.2J. Prior to conducting work under this contract, the contractor shall provide a list of employees that will be traveling on-site to pick-up and deliver documents and/or materials. The employee list shall contain full names, security clearance levels, social security numbers, job titles, and original birth certificates. This list shall be updated within forty-eight hours after changes occur.

6.7 Identification badges. The contractor shall be required to obtain identification badges from the government for contractor personnel traveling on government property. The identification badge shall be visible at all times while employees are on NSWC Crane property. The contractor shall furnish all requested information required to facilitate issuance of identification badges and shall conform to applicable regulations concerning the use and possession of the badges. The contractor shall be responsible for ensuring that all identification badges issued to contractor employees are returned to the NSWC Crane Division Security Department within forty-eight hours following the completion of the task order, relocation or termination of an employee issued an identification badge and upon request by the Contracting Officer.

6.8 Accident Reporting. The Contractor shall maintain an accurate record of and shall report all accidents to the COR.

6.9 Smoking Regulations. Smoking on NSWC Crane premises shall be in approved areas only in accordance with NAVFAC P-1021. Smoking in vehicles is prohibited.

6.10 Release of Information. All technical data provided to the Contractor shall be protected from the public. All other information relating to the items to be delivered and services to be performed under this TO may not be disclosed by any means without prior approval of the authorized representative of the Contracting Officer. Dissemination or public disclosure includes but is not limited to permitting access to such information by foreign nationals by any other person or entity or publication of technical or scientific papers or advertising or any other proposed public release. The Contractor shall provide adequate physical protection to such information so as to preclude access by any person or entity not authorized such access.

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6.11 Privacy Act. Under US Code Title 5, Section 552, information accessed in completing this TO is subject to the Privacy Act.

6.12 Damage Reporting. The Contractor shall maintain an accurate record of and shall report to the COR all damages to Government Furnished Equipment and Facilities as prescribed by OPNAVINST 5102.1.

6.13 Non-Personal Services. The Government will neither supervise contractor employees nor control the method by which the contractor performs the required tasks. Under no circumstances shall the Government assign tasks to or prepare work schedules for individual contractor employees. It shall be the responsibility of the contractor to manage its employees and to guard against any actions that are of the nature of personal services, or give the perception of personal services. If the contractor feels that any actions constitute, or are perceived to constitute personal services, it shall be the contractor's responsibility to notify the TO Procuring Contracting Officer (PCO) immediately. These services shall not be used to perform work of a policy/decision making or management nature, i.e., inherently Governmental functions. All decisions relative to programs supported by the contractor shall be the sole responsibility of the Government.

6.14 Government Observations. Government personnel, such as Inspector General or higher headquarters staff, are authorized to observe Contractor operations. Efforts will be made to minimize the degree of disturbance on Contractor performance.

6.15 Work Area Cleanliness. The Contractor shall be responsible for the orderliness and cleanliness of all areas being used for classrooms. The space shall be clean and neat and free from fire hazards, unsanitary conditions and safety hazards.

6.16 Hours of Operation. The Contractor's hours of operation will be provided on each individual TI. If not so stated, then the normal duty hours for Contractor personnel assigned to this effort fall between 0630 and 1800 hours during normal government workdays, Monday through Friday. The Contractor provided facilities personnel will need to coincide with the specific hours listed in Paragraph 3.18.11.3. The contractor may be required to respond to an emergency and work outside of regular working hours to perform the work as required.

6.16.1 Closed Days. All closed days will be designated by the Commander, NSWC, Crane Division. Closed days will be associated with holidays, National Security and/or inclement weather/dangerous conditions. The Contractor will not be allowed to work on NSWC, Crane Division during designated closed days, unless they are deemed to be essential personnel. Essential personnel will be identified by the Government, and communicated to the contractor prior to the designated closed day, and will be authorized by COR/KO and specified on individual TI. In the event the Contractor is prevented from performance as the result of an Executive Order or an administrative leave determination applying to the using activity, such time may be charged to leave or indirect charges in accordance with the company policy.

6.16.2 Inclement Weather. When the Government Agency is closed by the Commander because of inclement weather conditions and/or dangerous conditions, notification of the closing will be broadcast over local radio and television stations.

6.16.3 Holidays. A list of Government Agency observed holidays and/or closed days in

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conjunction with holidays will be published at the beginning of each calendar year. Contractor employees will not be allowed to work on Government property on a holiday and/or closed day unless they are deemed to be essential personnel. The contractor is advised that access to the Government installation may be restricted on these holidays:

New Year's Day	Birthdays of Martin Luther King, Jr.
Washington's Birthday	Memorial Day
Independence Day	Labor Day
Columbus Day	Veteran's Day
Thanksgiving Day	Christmas Day

In the event any of the above holidays occur on a Saturday or a Sunday, then such holiday shall be observed by the Contractor in accordance with the practice as observed by the assigned Government employees at the using activity.

6.16.4 Overtime. Overtime shall be employed only to the extent authorized by the Contracting Officer.

6.17 Information Non-Disclosure. The contractor shall not disclose any information provided or developed under this task order outside the Government without prior approval from the Government. Contractor shall provide one (1) copy of each employee-signed Non-Disclosure Statements to the COR prior to performing any work on this TO. The COR will retain one copy for the TO file.

6.18 Data Rights. All data/documentation delivered/created in support of this effort becomes the property of the US Government and will be delivered without proprietary markings. The Government will have unlimited rights of all data delivered under this TO. The Government will have unlimited rights to reproduce and use all submitted CDRL(s).

6.19 Period of Performance The initial award(s) will result in a 2-year basic Period of Performance (POP) with three 1-year option periods. The overall period of POP, if all options are exercised, is five years.

7.0 Place of Performance Work shall be performed at the contractor's provided facility that can accommodate the specific event. The Workforce Development Training Facility shall be within a one hour commute to NSWC Crane, IN. The ERP Facility shall be within a one hour commute of NSWC Crane, IN.

Typically the contractor will be required to perform at its own facilities or subcontract facilities, unless otherwise directed by the COR or when identified in approval of proposed offerings (A003). Workload that is to be performed requires that the Contractor provide all necessary facilities, facility service agreements, contracts, sub contracts, and ancillary arrangements to sustain the facility and daily operations. Examples include the following:

- Utilities to include electric, gas, water and sewer.
- Landline telephone service (local and long distance, and internet accounts), required telephone equipment (telephones, phone lines, modems, etc.).

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- All shipping costs such as Federal Express, UPS, etc.
- Account for internet and e-mail service.
- Facility cleaning services.
- Maintenance services (electric, HVAC, grounds, exterminator, locksmith, trash removal, etc.).
- Required furniture, tools, equipment, etc.
- Facilities security, including alarm system.
- Reproduction and printing costs.
- Taxes and insurance.

7.1 Performance Standards The PWS being utilized for this requirement is considered to be performance based. As required by Federal Acquisition Regulation (FAR) Part 37.601, the PWS describes the requirements in terms of results required rather than the methods of performance of the work, uses measurable performance standards and specifies procedures for reductions of fee and/or TO base years when the services do not meet the performance standards. The performance criteria, standards, and assessment methods anticipated for this effort are included in the Quality Assurance Surveillance Plan template (attached in section J).

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SECTION D PACKAGING AND MARKING

All provisions and clauses in SECTION D of the basic contract apply to this task order, unless otherwise specified in this task order.

DATA PACKAGING LANGUAGE (5503)

All unclassified data shall be prepared for shipment in accordance with best commercial practice.

Classified reports, data, and documentation shall be prepared for shipment in accordance with National Industrial Security Program Operating Manual (NISPOM), DOD 5220.22-M dated January 1995.

MARKING OF REPORTS (NAVSEA) (SEP 1990) (5506)

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

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

(Name of Requiring Activity)

(City and State)

PROHIBITED PACKING MATERIALS (5512)

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

INSTRUCTIONS FOR MARKING DISTRIBUTION STATEMENT (5513)

The Contractor shall comply with the instructions cited below for placement of the distribution statement associated with data. The applicable distribution statement is identified on each Contract Data Requirements List (DD Form 1423-1). The distribution statement shall be displayed conspicuously on technical documents so as to be recognized readily by receipts.

The distribution statement shall appear on each front cover and title page of a report. If the technical document does not have a cover or title page, the applicable distribution statement shall be stamped or typed on the front page in a conspicuous position.

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

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SECTION E INSPECTION AND ACCEPTANCE

All provisions and clauses in SECTION E of the basic contract apply to this task order, unless otherwise specified in this task order.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at DESTINATION.

INSPECTION AND ACCEPTANCE LANGUAGE FOR DATA (5602)

Inspection and acceptance of all data shall be as specified in the Contract Data Requirements List as described within the PWS.

GOVERNMENT FURNISHED MATERIAL (NAVSEA) (MAY 1995)

Government Furnished Material: When material is furnished by the Government, the contractor's procedures shall include at least the following:

- (a) Examination upon receipt, consistent with practicality, to detect damage in transit;
- (b) Inspection for completeness and proper type;
- (c) Periodic inspection and precautions to assure adequate storage conditions and to guard against damage from handling and deterioration during storage;
- (d) Functional testing, either prior to or after installation, or both, as required by contract to determine satisfactory operation;
- (e) Identification and protection from improper use or disposition; and
- (f) Verification of quantity.

Damaged Government Furnished Material: The contractor shall report to the Government representative any Government-furnished property found damaged, malfunctioning, or otherwise unsuitable for use. In event of damage or malfunction during or after installation, the contractor shall determine and record probable cause and necessity for withholding material from use. Bailed Property: The contractor shall, as required by the terms of the Bailment Agreement, establish procedures for the adequate storage, maintenance, and inspection of bailed Government property. Records of all inspections and maintenance performed on bailed property shall be maintained. These procedures and records shall be subject to review by the Government representative. [As used in the foregoing, the term "material" applies to Government-furnished equipment to be installed in or furnished with the end item. The term "property" is Government equipment that is used in the fabrication or assembly of the end item, and is not delivered as part of the end item.]

NOTE: Government representative means Contracting Officer

CLAUSES INCORPORATED BY REFERENCE

52.246-3 Inspection of Supplies-Cost Reimbursement MAY 2001
52.246-5 Inspection of Services-Cost Reimbursement APR 1984
252.246-7000 Material Inspection and Receiving Report MAR 2003

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SECTION F DELIVERABLES OR PERFORMANCE

CLIN - DELIVERIES OR PERFORMANCE

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

4000	2/4/2011 - 2/3/2013
6000	2/4/2011 - 2/3/2013

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

4300	2/4/2013 - 2/3/2014
4400	2/4/2014 - 2/3/2015
4500	2/4/2015 - 2/3/2016
6300	2/4/2013 - 2/3/2014
6400	2/4/2014 - 2/3/2015
6500	2/4/2015 - 2/3/2016

Services to be performed hereunder will be provided at NSWC Crane.

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SECTION G CONTRACT ADMINISTRATION DATA

All provisions and clauses in SECTION G of the basic contract apply to this task order, unless otherwise specified in this task order.

HQ G-2-0007 INVOICE INSTRUCTIONS (NAVSEA) (APR 2011)

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

(b) It is recommended that the person in your company designated as the Central Contractor Registration (CCR) Electronic Business (EB) Point of Contact and anyone responsible for the submission of invoices, use the online training system for WAWF at <https://wawftraining.eb.mil>. The Vendor, Group Administrator (GAM), and sections marked with an asterisk in the training system should be reviewed. Vendor documentation is available under Resources at <http://wawftraining.com>.

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

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

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

Invoice (FFP Supply & Service)

Invoice and Receiving Report Combo (FFP Supply)

Cost Voucher (Cost Reimbursable, T&M, LH, or FPI)

Receiving Report (FFP, DD250 Only)

DODAAC Codes and Inspection and Acceptance Locations (contracting officer complete appropriate information as applicable)

Issue DODAAC N00164 _____

Admin DODAAC S3605A _____

Pay Office DODAAC HQ0337 _____

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Inspector DODAAC _____ N/A _____

Service Acceptor DODAAC _____ N00164 _____

Service Approver DODAAC _____ N00164 _____

Ship To DODAAC _____

DCAA Auditor DODAAC _____ HAA150 _____

LPO DODAAC _____ N/A _____

Inspection Location _____

Acceptance Location _____

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

(e) The Contractor agrees to segregate costs incurred under this task order at the lowest level of performance, either task or subtask, rather than on a total task order basis, and to submit invoices reflecting costs incurred at that level. Supporting documentation in WAWF for invoices shall include summaries of work charged during the period covered as well as overall cumulative summaries by individual labor categories, rates and hours (both straight time and overtime) invoiced; as well as, a cost breakdown of ODCs (materials and travel), by line item task or subtask. Subcontractors are also required to provide labor categories, rates, and hours (both straight time and overtime) invoice; as well as, a cost breakdown of ODCs, materials, and travel invoiced. Supporting documentation may be encrypted before submission to the prime contractor for WAWF invoice submittal. Subcontractors may email encryption code information directly to the Contracting Officer and Contracting Officer Representative. Should the subcontractor lack encryption capability, the subcontractor may also email detailed supporting cost information directly to the Contracting Officer and Contracting officer Representative; or other methods agreed to by the Contracting Officer.

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

Send Additional Email Notification To:

Ronald E. Wise, CXLN
300 Hwy 361, Bldg. 5
Crane, IN 47522-5001
ronald.wise@navy.mil
812-854-8568

Or

Nickolas Robbins, CXLN

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300 Hwy 361, Bldg. 3422
Crane, IN 47522-5001
nickolas.robbins@navy.mil
812-854-6698

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

(h) If you have any questions regarding WAWF, please contact the WAWF helpdesk at the above 1-866 number.

(End of Text)

CONTRACT ADMINISTRATION DATA LANGUAGE (5802)

Enter below the address (street and number, city, county, state and zip code) of the Contractor's facility which will administer the task order if such address is different from the address shown on the proposal.

Address: _____
Street & number: _____
City & State: _____
County: _____
Zip Code: _____

CONTRACTOR PERFORMANCE ASSESSMENT RATING SYSTEM (CPARS) (JAN 2001)

(a) Pursuant to FAR 42.1502, this task order is subject to DoD's Contractor Performance Assessment Rating System (CPARS). CPARS is an automated centralized information system accessible via the Internet that maintains reports of contractor performance for each contract/task order. CPARS is located at <http://www.cpars.navy.mil/>. Further information on CPARS is available at that web-site.

(b) Under CPARS, the Government will conduct annual evaluations of the contractor's performance. The contractor has thirty (30) days after the Government's evaluation is completed to comment on the evaluation. The opportunity to review and comment is limited to this time period and will not be extended. Failure to review the report at this time will not prevent the Government from using the report.

(c) The contractor may request a meeting to discuss the CPAR. The meeting is to be requested via e-mail to the CPARS Program Manager no later than seven days following receipt of the CPAR. A meeting will then be held during the contractor's 30-day review period.

(d) The CPARS system requires the Government to assign the contractor a User ID and password in order to view and comment on the evaluation. Provide the name(s) of at least one individual (not more than three) that will be assigned as your Defense Contractor Representative for CPARS. Name, Phone, E-mail Address.

PURCHASING OFFICE REPRESENTATIVE:

Chris Handke, CXNM
300 Hwy 361, Bldg. 64
Crane, IN 47522-5001
christopher.handke@navy.mil
812-854-3926

EXPEDITING CONTRACT CLOSEOUT (NAVSEA) (DEC 1995)

(a) As part of the negotiated fixed price or total estimated amount of this contract, both the Government and the Contractor have agreed to waive any entitlement that otherwise might accrue to either party in any residual dollar

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amount of \$500 or less at the time of final contract closeout. The term "residual dollar amount" shall include all money that would otherwise be owed to either part at the end of the contract except that, amounts connected in any way with taxation, allegations of fraud and/or antitrust violations shall be excluded. For purposes of determining residual dollar amounts, offsets of money owed by one party against money that would otherwise be paid by that party may be considered to the extent permitted by law.

(b) This agreement to waive entitlement to residual dollar amounts has been considered by both parties. It is agreed that the administrative costs for either part associated with collected such small dollar amounts could exceed the amount to be recovered.

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Accounting Data
SLINID  PR Number                Amount
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400001  10328963                ██████████
LLA :
A1 97X4930 NH1J 000 77777 0 000164 2F 000000 19F3071931PT
Funding in support of TI 001

400002  10328952                ██████████
LLA :
A2 97X4930 NH1J 000 77777 0 000164 2F 000000 19F3071914KL
Funding in support of TI 002

400003  10328960                ██████████
LLA :
A3 97X4930 NH1J 000 77777 0 000164 2F 000000 B70007B71407
Funding in support of TI 003

400004  10328961                ██████████
LLA :
A3 97X4930 NH1J 000 77777 0 000164 2F 000000 B70007B71407
Funding in support of TI 004

600001  10328964                ██████████
LLA :
A1 97X4930 NH1J 000 77777 0 000164 2F 000000 19F3071931PT
Funding in support of TI 001

600002  10328958                ██████████
LLA :
A2 97X4930 NH1J 000 77777 0 000164 2F 000000 19F3071914KL
Funding in support of TI 002

600003  10328959                ██████████
LLA :
A3 97X4930 NH1J 000 77777 0 000164 2F 000000 B70007B71407
Funding in support of TI 003

600004  10328962                ██████████
LLA :
A3 97X4930 NH1J 000 77777 0 000164 2F 000000 B70007B71407
Funding in support of TI 004

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

MOD 01

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600004  10328962                ██████████
LLA :
A3 97X4930 NH1J 000 77777 0 000164 2F 000000 B70007B71407
Funding in support of TI 004

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MOD 01 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 02 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 03

400005 10751920 [REDACTED]
LLA :
A4 97X4930. NH1J 000 77777 0 000164 2F 000000 C4100S2SSC14
Funding in support of TI-03.

600005 10751933 [REDACTED]
LLA :
A4 97X4930. NH1J 000 77777 0 000164 2F 000000 C4100S2SSC14
Funding in support of TI-003.

MOD 03 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 04

400006 11407247 [REDACTED]
LLA :
A5 97X4930. NH1J 000 77777 0 000164 2F 000000 Q20006Q21402
In support of TI 003. Funding is provided for National Leadership and Strategy
Business Development.

600006 11407251 [REDACTED]
LLA :
A5 97X4930. NH1J 000 77777 0 000164 2F 000000 Q20006Q21402
In support of TI 003. (ACRN increase). Funding is provided for National Leadership
and Strategy Business Development.

MOD 04 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 05

400007 11670967 [REDACTED]
LLA :
A3 97X4930 NH1J 000 77777 0 000164 2F 000000 B70007B71407
Funding in support of TI-004. (ACRN increase)
Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of
the period of performance for CLIN 4000, whichever occurs first. Contractor may
continue to invoice after this date, but only for work performed up through and
including the end date of the period of performance for CLIN 4000.

400008 11809905 [REDACTED]
LLA :
A3 97X4930 NH1J 000 77777 0 000164 2F 000000 B70007B71407
Funding in support of TI-003. (ACRN increase)
Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of
the period of performance for CLIN 4000, whichever occurs first. Contractor may
continue to invoice after this date, but only for work performed up through and
including the end date for the period of performance of CLIN 4000.

400009 11883661 [REDACTED]
LLA :
A6 97X4930. NH1J 000 77777 0 000164 2F 000000 J00006J01400
Funding in support of TI-003-1J. Note: 10 U.S.C. 2410a Authority does NOT apply.
Funds expire at the end date of the period of performance for CLIN 4000, whichever
occurs first. Contractor may continue to invoice after this date, but only for
work performed up through and including the end date of the period of performance
for CLIN 4000.

MOD 05 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 06

400010 11969874 [REDACTED]

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LLA :

A7 97X4930. NH1J 000 77777 0 000164 2F 000000 G00006G01400
 Funding in support of TI-003-1GX. Note: 10 U.S.C. 2410a Authority does NOT apply.
 Funds expire at the end date of the period of performance for CLIN 4000, whichever
 occurs first. Contractor may continue to invoice after this date, but only for
 work performed up through and including the end date of the period of performance
 for CLIN 4000.

600007 11670964 [REDACTED]

LLA :

A8 97X4930. NH1J 000 77777 0 000164 2F 000000 19F3071914FC
 Funding in support of TI-002. Note: 10 U.S.C. 2410a Authority does NOT apply.
 Funds expire at the end date of the period of performance for CLIN 6000, whichever
 occurs first. Contractor may continue to invoice after this date, but only for
 work performed up through and including the end date of the period of performance
 for CLIN 6000.

600008 11969883 [REDACTED]

LLA :

A7 97X4930. NH1J 000 77777 0 000164 2F 000000 G00006G01400
 Funding in support of TI-003-1GX. (ACRN increase)
 Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of
 the period of performance for CLIN 6000, whichever occurs first. Contractor may
 continue to invoice after this date, but only for work performed up through and
 including the end date of the period of performance for CLIN 6000.

MOD 06 Funding [REDACTED]

Cumulative Funding [REDACTED]

MOD 07

400011 12141229 [REDACTED]

LLA :

A9 97X4930. NH1J 000 77777 0 000164 2F 000000 Q0000S2J1400
 Funding in support of TI-003-1QX. Note: 10 U.S.C. 2410a Authority does NOT apply.
 Funds expire at the end date of the period of performance for CLIN 4000.
 Contractor may continue to invoice after this date, but only for work performed up
 through and including the end date of the period of performance for CLIN 4000.

400012 12141238 [REDACTED]

LLA :

B1 97X4930. NH1J 000 77777 0 000164 2F 000000 Q4000S2J1400
 Funding in support of TI-003-2QX. Note: 10 U.S.C. 2410a Authority does NOT apply.
 Funds expire at the end date of the period of performance for CLIN 4000.
 Contractor may continue to invoice after this date, but only for work performed up
 through and including the end date of the period of performance for CLIN 4000.

400013 12172366 [REDACTED]

LLA :

A2 97X4930 NH1J 000 77777 0 000164 2F 000000 19F3071914KL
 Funding in support of TI-002. (ACRN increase)
 Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of
 the period of performance for CLIN 4000. Contractor may continue to invoice after
 this date, but only for work performed up through and including the end date of the
 period of performance for CLIN 4000.

600009 12141236 [REDACTED]

LLA :

A9 97X4930. NH1J 000 77777 0 000164 2F 000000 Q0000S2J1400
 Funding in support of TI-003-1QX. (ACRN increase)
 Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of
 the period of performance for CLIN 6000. Contractor may continue to invoice after
 this date, but only for work performed up through and including the end date of the
 period of performance for CLIN 6000.

600010 12141242 [REDACTED]

LLA :

B1 97X4930. NH1J 000 77777 0 000164 2F 000000 Q4000S2J1400
 Funding in support of TI-003-2QX. (ACRN increase)
 Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of
 the period of performance for CLIN 6000. Contractor may continue to invoice after
 this date, but only for work performed up through and including the end date of the
 period of performance for CLIN 6000.

600011 12172365 [REDACTED]

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LLA :

A1 97X4930 NH1J 000 77777 0 000164 2F 000000 19F3071931PT
 Funding in support of TI-001. (ACRN increase)
 Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 6000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 6000.

MOD 07 Funding ██████████
 Cumulative Funding ██████████

MOD 08

400011 12141229 ██████████

LLA :
 A9 97X4930. NH1J 000 77777 0 000164 2F 000000 Q0000S2J1400
 Funding in support of TI-003-1QX. Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 4000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 4000.

400012 12141238 ██████████

LLA :
 B1 97X4930. NH1J 000 77777 0 000164 2F 000000 Q4000S2J1400
 Funding in support of TI-003-2QX. Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 4000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 4000.

400014 12297525 ██████████

LLA :
 B2 97X4930. NH1J 000 77777 0 000164 2F 000000 W50006W014LC
 Funding in support of TI-003. Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 4000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 4000.

400015 12411265 ██████████

LLA :
 B3 97X4930. NH1J 000 77777 0 000164 2F 000000 G50006G51401
 Funding in support of TI-005. Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 4000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 4000.

400016 12509681 ██████████

LLA :
 B4 97X4930. NH1J 000 77777 0 000164 2F 000000 Q00006Q01405
 Funding in support of TI-003-1QX. Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 4000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 4000.

400017 12510001 ██████████

LLA :
 B5 97X4930. NH1J 000 77777 0 000164 2F 000000 Q40006Q01405
 Funding in support of TI-003-2QX. Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 4000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 4000.

600009 12141236 ██████████

LLA :
 A9 97X4930. NH1J 000 77777 0 000164 2F 000000 Q0000S2J1400
 Funding in support of TI-003-1QX. (ACRN increase)
 Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 6000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 6000.

600010 12141242 ██████████

LLA :
 B1 97X4930. NH1J 000 77777 0 000164 2F 000000 Q4000S2J1400
 Funding in support of TI-003-2QX. (ACRN increase)
 Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of

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the period of performance for CLIN 6000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 6000.

600012 12297522 [REDACTED]

LLA :

B2 97X4930. NH1J 000 77777 0 000164 2F 000000 W50006W014LC

Funding in support of TI-003. (ACRN increase) Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 6000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 6000.

600013 12411261 [REDACTED]

LLA :

B3 97X4930. NH1J 000 77777 0 000164 2F 000000 G50006G51401

Funding in support of TI-005. (ACRN increase) Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 6000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 6000.

600014 12509742 [REDACTED]

LLA :

B4 97X4930. NH1J 000 77777 0 000164 2F 000000 Q00006Q01405

Funding in support of TI-003-1QX. (ACRN increase) Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 6000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 6000.

600015 12510038 [REDACTED]

LLA :

B5 97X4930. NH1J 000 77777 0 000164 2F 000000 Q40006Q01405

Funding in support of TI-003-2QX. (ACRN increase) Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 6000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 6000.

MOD 08 Funding [REDACTED]

Cumulative Funding [REDACTED]

MOD 09

400018 12690302 [REDACTED]

LLA :

A3 97X4930 NH1J 000 77777 0 000164 2F 000000 B70007B71407

Funding in support of TI-003. (ACRN increase) Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 4000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 4000.

600016 12690361 [REDACTED]

LLA :

A3 97X4930 NH1J 000 77777 0 000164 2F 000000 B70007B71407

Funding in support of TI-003. (ACRN increase) Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 6000. Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 6000.

MOD 09 Funding [REDACTED]

Cumulative Funding [REDACTED]

MOD 10

600017 1300244595 [REDACTED]

LLA :

B6 97X4930 NH1J 252 77777 0 050120 2F 000000 A00001018294

Funding in support of TI-002. Note: 10 U.S.C. 2410a Authority does NOT apply. Funds expire at the end date of the period of performance for CLIN 6000. Contractor may continue to invoice after this date, but only for work performed up

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through and including the end date of the period of performance for CLIN 6000.

600018 1300244597 [REDACTED]

LLA :

B7 97X4930 NH1J 252 77777 0 050120 2F 000000 A00001018409

Funding in support of TI-001. Note: 10 U.S.C. 2410a Authority does NOT apply.

Funds expire at the end date of the period of performance for CLIN 6000.

Contractor may continue to invoice after this date, but only for work performed up through and including the end date of the period of performance for CLIN 6000.

MOD 10 Funding [REDACTED]

Cumulative Funding [REDACTED]

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SECTION H SPECIAL CONTRACT REQUIREMENTS

MANDATORY REQUIREMENTS

The following are mandatory requirements that must be met for an offeror to be considered eligible for the order and must be maintained through the life of the order:

1. The offeror must state or demonstrate in their technical proposal their ability to meet the facility clearance requirement of the anticipated task order. If the offeror does not have the clearance as required, they shall demonstrate their completion of the preparatory steps necessary to be granted a facility clearance within their technical proposal.
2. The offeror shall demonstrate within their Transition Plan a successful transition of existing tasking within 30 days after TO award notification.
3. Organizational Conflict of Interest (OCI) - The contractor must either certify that neither themselves nor their proposed subcontractors have an OCI issue or must have submitted an OCI Mitigation Plan that the KO has evaluated as acceptable. Reference: NOTIFICATION OF POTENTIAL ORGANIZATIONAL CONFLICT(S) OF INTEREST (NAVSEA)(JUN 1994) found in Section L.

GOVERNMENT FURNISHED PROPERTY (SEP 1990) (NAVSEA 5252.245-9108)

The Government will provide only that property set forth below, notwithstanding any term or condition of this task order to the contrary. Upon Contractor's written request to the cognizant COR, via the cognizant Procuring Contract Office (NSWC Crane), the Government will furnish the following for use in the performance of this task order: See Historical GFI list in Section J.

* To be identified upon issuance of each Technical Instruction (TI).

TECHNICAL INSTRUCTIONS (MAY 1993)(NAVSEA 5252.242-9115)

(a) Performance of the work hereunder shall be subject to written technical instructions signed by the Task Order Manager specified in Section G of this task order. As used herein, technical instructions are defined to include the following:

1. Directions to the contractor which suggest pursuit of certain lines of inquiry, shift work emphasis, fill-in details or otherwise serve to accomplish the contractual statement of work.
2. Guidelines to the contractor which assist in the interpretation of drawings, specifications or technical portions of work description.

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

1. Assign additional work under the task order
2. Direct a charge as defined in the "CHANGES" clause of this task order
3. Increase or decrease the task order price or estimated task order amount (including fee), as applicable, the level of effort, or the time required for task order performance
4. Change any of the terms, conditions or specifications of the task order.

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

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(d) Nothing in the foregoing paragraph shall be construed to excuse the contractor from performing that portion of the contractual work statement, which is not affected by the disputed technical instruction.

H20S INSURANCE - WORK ON A GOVERNMENT INSTALLATION

The following types of insurance are required in accordance with the clause entitled. Insurance - Work On A Government Installation (FAR 52.228-5), and shall be maintained in the minimum amounts shown:

1. Comprehensive General Liability: [REDACTED] per person and [REDACTED] per accident for bodily injury.
2. Automobile Insurance: [REDACTED] per person and [REDACTED] per accident for bodily injury and [REDACTED] per accident for property damage.
3. Standard Workmen's Compensation and Employer's Liability Insurance (or, where maritime employment is involved, Longshoremen's and Harbor Worker's Compensation Insurance) in the minimum of [REDACTED]

ALLOTMENT OF FUNDS (MAY 1993) (NAVSEA 5252.232-9104)

This task order is incrementally funded with respect to both cost and fee. The amount(s) presently available and allotted to this contract for payment of fee for incrementally funded contract line item number/contract sub-line item number (CLIN/SLIN), subject to the clause entitled "FIXED FEE" (FAR 52.216 8) or "INCENTIVE FEE" (FAR 52.216 10), as appropriate, is specified below. The amount(s) presently available and allotted to this contract for payment of cost for incrementally funded CLINs/SLINs is set forth below. As provided in the clause of this contract entitled "LIMITATION OF FUNDS" (FAR 52.232 22), the CLINs/SLINs covered thereby, and the period of performance for which it is estimated the allotted amount(s) will cover is as follows:

* See Section G

H30S LIMITATION OF LIABILITY - INCREMENTAL FUNDING (JUN 2004)

This task order is incrementally funded and the amount currently available for payment hereunder is limited to \$* inclusive of fee, profit and all other charges. The clause entitled, Limitation of Funds (FAR 52.232-22) applies. The Government is not obligated to reimburse the Contractor for costs incurred in excess of this amount unless additional funds are made available and are incorporated as a modification to this task order.

* Refer to the General Information Section of each modification.

H81S TRAVEL COSTS AND RESPONSIBILITIES

(a) Performance under this task order may require travel by contractor personnel. If travel, domestic or overseas, is required, the Contractor shall be responsible for making all needed arrangements for his personnel. This includes, but is not limited to, medical examinations; immunizations; passports, visas, etc. and security clearances. If any work will take place on a U.S. Navy vessel, the Contractor shall obtain boarding authorization for all contractor personnel from the Commanding Officer of the vessel. Authorization shall be obtained prior to boarding.

(b) The Government will reimburse the Contractor for allowable travel costs incurred by the Contractor in performance of the task order in accordance with FAR subpart 31.2 or 31.3 as applicable.

H83S SERVICE CONTRACT ACT WAGE DETERMINATION (JUN 2004)

The applicable Service Contract Wage Determinations by the Secretary of Labor are provided as attachment J-1 in Section J.

HC25S ACCESS TO GOVERNMENT SITE (JUN 2004)

1. Contractor personnel shall comply with all current badging and security procedures required to gain access to any Government site.
2. The contractor shall ensure that contractor personnel employed on any Government site become familiar with and obey Activity Regulations.
3. Contractor personnel shall not enter restricted areas unless required to do so and until cleared for such entry.

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4. The contractor shall request permission to interrupt any activity roads or utility services in writing a minimum of 15 calendar days prior to the date of interruption.
5. Contractor personnel shall bear personal protective equipment in designated areas.
6. All contractor equipment shall be conspicuously marked for identification.
7. The contractor shall strictly adhere to Federal Occupational Safety and Health Agency (OSHA) Regulations, Environmental Protection Agency (EPA) Regulations, and all applicable state and local requirements.

HG10S CONTRACTUAL AUTHORITY AND COMMUNICATIONS (JUN 2004)

(a) Except as specified in subparagraph (b) below, no order, statement, or conduct of any Government personnel who visit the contractor's facilities or in any other manner communicates with contractor personnel during the performance of this task order shall constitute a change under the Changes clause of this task order.

(b) The contractor shall not comply with any order, direction or request of Government personnel unless it is issued in writing and signed by the Contracting Officer, or is pursuant to specific authority otherwise included as a part of this task order.

(c) The Contracting Officer is the only person authorized to approve changes in any of the requirements of this task order and, notwithstanding provisions contained elsewhere in this task order, the said authority remains solely the Contracting Officer's. In the event the contract effects any change at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the task order price to cover any increase in charges incurred as a result thereof.

HQ-C-2-0014 CONTRACTORS PROPOSAL (NAVSEA)(SEP 1990)

(a) Performance of this task order by the contractor shall be conducted and performed in accordance with detailed obligations to which the contractor committed itself in proposal dated 19 August 2010 in response to NSWC Crane solicitation N00024-10-R-3374.

(b) The technical volume(s) of the contractor's proposal is incorporated by reference and hereby made subject to the provisions of the "ORDER OF PRECEDENCE" (FAR 52.215-08) clause of this task order. Under the "ORDER OF PRECEDENCE" clause, the technical volume of the contractor's proposal referenced herein is hereby designated as item (f) of the clause following "The Specifications" in order of precedence.

CONFORMANCE WITH THE ENVIRONMENTAL MANAGEMENT SYSTEM

The Contractor shall perform work under this contract, at the installation or at the Contractor site, consistent with the policy and objectives identified in the installation's Environmental Management System (EMS) and applicable rules and regulations provided to the contractor as Government Furnished Information (GFI). The Contractor shall perform work in a manner that conforms to objectives and targets, environmental programs and operational controls identified by the EMS. The Contractor shall provide monitoring and measurement information as required by the EMS coordinator (Environmental Protection Manager) to address environmental performance relative to environmental, energy, and transportation management goals.

In the event an EMS nonconformance or environmental noncompliance associated with the contracted services, tasks, or actions occurs, the Contractor shall be responsible for coordinating with the installation's Environmental Protection office on proposed corrective and/or preventive actions and for completing all corrective/preventive actions as required by the EMS coordinator or the Environmental Protection Office. In addition, the Contractor shall ensure its employees are aware of their roles and responsibilities under the EMS and Environmental laws and regulations, and how these EMS roles and responsibilities affect work performed under the contract.

The Contractor shall be responsible for ensuring their employees receive applicable environmental and occupational health and safety training, and maintain regulatory-required specific training for the type of work to be conducted. All Contractor personnel, and their subcontractor personnel, performing tasks that have the potential to cause an environmental impact shall be competent on the basis of appropriate education, training or

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experience. Upon contract award, the Government will provide EMS Awareness and Environmental Awareness training on CD to the Contractor. The contractor shall provide the EMS coordinator with all training records required by the EMS coordinator or the Environmental Protection Office (including but not limited to EMS training, waste water treatment certifications, asbestos certifications, etc.) for all contractor personnel and subcontractor personnel within 30 days prior to performance or at time of contract award whichever comes first and annually thereafter. The installation EMS Coordinator will retain associated records.

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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 HEREIN.

09RA 52.217-9 -- OPTION TO EXTEND THE TERM OF THE CONTRACT. (MAR 2008)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; 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 five years.

Note: All the provisions and clauses of SECTION I of the basic contract apply to this task order unless otherwise specified herein.

52.217-5 Evaluation of Options (Jul 1990)

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

PAYMENT FOR OVERTIME PREMIUMS (JUL 1990)

(a) The use of overtime is authorized under this contract if the overtime premium does not exceed [REDACTED] or the overtime premium is paid for work --

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

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

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

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

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

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

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evaluate the necessity for the overtime;

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

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

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

* To be completed at time of award

252.222-7999 Additional Requirements and Responsibilities Restricting the Use of Mandatory Arbitration Agreements

(DEVIATION)

Use the following clause in all contracts in excess of [REDACTED] utilizing funds appropriated by the Fiscal Year 2010 Defense Appropriations Act (Pub. L. 111-118), except in contracts for the acquisition of commercial items and commercially available off-the-shelf items.

ADDITIONAL REQUIREMENTS AND RESPONSIBILITIES

RESTRICTING THE USE OF MANDATORY ARBITRATION

AGREEMENTS (DEVIATION) (FEB 2010)

(a) *Definitions.*

“Covered subcontract,” as used in this clause, means any subcontract, except a subcontract for the acquisition of commercial items or commercially available off-the-shelf items, that is in excess of [REDACTED] and uses Fiscal Year 2010 funds.

(b) The Contractor-

(1) Agrees not to-

(i) Enter into any agreement with any of its employees or independent contractors that requires, as a condition of employment, that the employee or independent contractor agree to resolve through arbitration any claim under title VII of the Civil Rights Act of 1964 or any tort related to or arising *out* of sexual assault or harassment, including assault and battery, intentional infliction of emotional distress, false imprisonment, or negligent hiring, supervision, or retention; or

(ii) Take any action to enforce any provision of an existing agreement with an employee or independent contractor that mandates that the employee or independent contractor resolve through arbitration any claim under title VII of the Civil Rights Act of 1964 or any tort related to or arising out of sexual assault or harassment, including assault and battery, intentional infliction of emotional distress, false imprisonment, or negligent hiring, supervision, or retention; and

(2) Certifies, by signature of the contract, for contracts awarded after June 17, 2010, that it requires each covered subcontractor to agree not to enter into, and not to take any action to enforce any provision of any agreements, as described in paragraph (b)(1) of this clause, with respect to any employee or independent contractor performing work related to such subcontract.

(c) The prohibitions of this clause do not apply with respect to a Contractor's or subcontractor's agreements with employees or independent contractors that may not be enforced in a court of the United States.

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(d) The Secretary of Defense may waive the applicability of the restrictions of paragraph (b) to the Contractor or a particular subcontractor for the purposes of the contract or a particular subcontract if the Secretary or the Deputy Secretary personally determines that the waiver is necessary to avoid harm to national security interests of the United States, and that the term of the contract or subcontract is not longer than necessary to avoid such harm. This determination will be made public not less than 15 business days before the contract or subcontract addressed in the determination may be awarded.

52.244-2 (d) Subcontractors

If the Contractor has an approved purchasing system, the Contractor nevertheless shall obtain the Contracting Officer's written consent before placing the following subcontracts: Any subcontract exceeding the Simplified Acquisition Threshold [REDACTED], inclusive of subcontractor labor, fees, and ODCs (both travel and material), not previously included in the Prime Contractor's accepted proposal.

CLAUSES INCORPORATED BY REFERENCE (FEB 1998) (FAR 52.252-2)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address (es): <http://www.farsite.hill.af.mil/>

- 52.219-6 Notice of Total Small Business Set-Aside (JUN 2003)
- 52.222-41 Service Contract Act of 1965 (NOV 2007)
- 52.245-1 Government Property (JUN 2007)
- 52.251-1 Government Supply Sources (APR 1984)
- 252.227-7015 Technical Data - Commercial Items (NOV 1995)
- 252.251-7000 Ordering from Government Supply Sources (NOV 2004)

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SECTION J LIST OF ATTACHMENTS

- Attachment 1 - CDRLs A001-A021
- Attachment 2 - GFI Attachment
- Attachment 3 - GFI Course Announcement
- Attachment 4 - GFI Master Schedule Process
- Attachment 5 - GFI NSWC Crane Instruction
- Attachment 6 - GFI Roster Template
- Attachment 7 - GFI SAID PERMIS
- Attachment 8 - GFI SAID Request
- Attachment 9 - SF 182
- Attachment 10 - SF 182 Process Map
- Attachment 11 - Quality Assurance Surveillance Plan (QASP)