

ORDER FOR SUPPLIES OR SERVICES (FINAL)

| | | | | | | | | | | | |
|---|---|---|--|----------------------------------|--|------------------------------------|---|------------------------|--|---|--|
| 1. CONTRACT NO. N00178-14-D-7703 | | 2. DELIVERY ORDER NO. EHP1 | | 3. EFFECTIVE DATE 2015 Sep 23 | | 4. PURCH REQUEST NO. 14-CAM-023 | | 5. PRIORITY Unrated | | | |
| 6. ISSUED BY NSWC, CARDEROCK DIVISION, PHILADELPHIA [REDACTED] | | | CODE N65540 | | 7. ADMINISTERED BY DCMA PHILADELPHIA 700 ROBBINS AVENUE, BLDG. 4-A, P.O. BOX 11427 PHILADELPHIA PA 19111-0427 | | | CODE S3915A | | 8. DELIVERY FOB DESTINATION OTHER (See Schedule if other) | |
| 9. CONTRACTOR EHS Technologies Corporation 1221 N. Church Street, Suite 106 Moorestown NJ 08057-1245 | | | CODE IGUU1 | | FACILITY | | 10. DELIVER TO FOB POINT BY (Date) See Schedule | | 11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input checked="" type="checkbox"/> WOMEN-OWNED | | |
| 12. DISCOUNT TERMS Net 30 Days WIDE AREA WORK FLOW | | | 13. MAIL INVOICES TO THE ADDRESS N BLOCK See Section G | | | | | | | | |
| 14. SHIP TO See Section D | | | CODE | | 15. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264 | | | CODE HQ0338 | | MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2. | |
| 16. TYPE OF ORDER | DELIVERY/ CALL | <input checked="" type="checkbox"/> | This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract. | | | | | | | | |
| | PURCHASE | | Reference your _____ furnish the following on terms specified herein. ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MOD FIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME. | | | | | | | | |
| EHS Technologies Corporation [REDACTED] | | | | | | | | | | | |
| NAME OF CONTRACTOR | | | SIGNATURE | | | TYPED NAME AND TITLE | | | DATE SIGNED (YYYYMMDD) | | |
| <input type="checkbox"/> | If this box is marked, supplier must sign Acceptance and return the following number of copies: | | | | | | | | | | |
| 17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Schedule | | | | | | | | | | | |
| 18. ITEM NO. | 19. SCHEDULE OF SUPPLIES/SERVICES | | | | 20. QUANTITY ORDERED/ ACCEPTED * | 21. UNIT | 22. UNIT PRICE | | 23. AMOUNT | | |
| | See Schedule | | | | | | | | | | |
| *If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle. | | | | 24. UNITED STATES OF AMERICA | | | | 25. TOTAL | | [REDACTED] | |
| | | | | BY: [REDACTED] | | | | 26. DIFFERENCES | | | |
| | | | | | | | | 09/24/2015 | | CONTRACTING/ORDERING OFFICER | |
| 27a. QUANTITY IN COLUMN 20 HAS BEEN | | | | | | | | | | | |
| INSPECTED | RECEIVED | ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED: | | | | | | | | | |
| b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | | | | | c. DATE | | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | | | | |
| e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE | | | | | 28. SH P NO. | | 29. D.O. VOUCHER NO. | | 30. INITIALS | | |
| | | | | | PARTIAL | | 32. PAID BY | | 33. AMOUNT VERIFIED CORRECT FOR | | |
| f. TELEPHONE | | | | | g. E-MAIL ADDRESS | | | | | | |
| 36. I CERT FY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT. | | | | | 31. PAYMENT COMPLETE | | | | 34. CHECK NUMBER | | |
| a. DATE | | b. SIGNATURE AND TITLE OF CERTIFY NG OFFICER | | | | | | | | | |
| | | | | | | | | | | | |
| | | PARTIAL | | FULL | | | | 35. BILL OF LADING NO. | | | |
| 37. RECEIVED AT | | 38. RECEIVED BY (Print) | | 39. DATE RECEIVED | | 40. TOTAL CON-TA NERS | | 41. S/R ACCOUNT NUMBER | | 42. S/R VOUCHER NO. | |
| | | | | | | | | | | | |

GENERAL INFORMATION

1. This task order has hereby been awarded and funded in the amount of \$ [REDACTED]. As a result, the total amount of funding obligated and available for payment under this order is [REDACTED]. It is estimated that the funding under this order will cover the cost of performance through 01 December 2015. In accordance with contract clause 52.232-22, Limitation of Funds, the Government is not obligated to reimburse the contractor for any costs incurred in excess of [REDACTED] unless additional funds are made available and obligated under this order in a subsequent modification. The total unfunded balance remaining is [REDACTED] based on the total contract value.

2. In Section H clause entitled "SEA 5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)" has been revised as follows:

| CLIN | ALLOTMENT TO COST | ALLOTMENT TO FEE | PERIOD OF PERFORMANCE |
|------|-------------------|------------------|-----------------------------|
| 7001 | [REDACTED] | [REDACTED] | Three (3) years after award |
| 7002 | [REDACTED] | [REDACTED] | Three (3) years after award |
| 7003 | \$ [REDACTED] | [REDACTED] | Three (3) years after award |
| 9001 | [REDACTED] | [REDACTED] | Three (3) years after award |
| 9002 | [REDACTED] | [REDACTED] | Three (3) years after award |
| 9003 | [REDACTED] | [REDACTED] | Three (3) years after award |

3. The total amount of funding for this Task Order is [REDACTED].

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

Accounting Data

| CLIN/SLIN | PR Number | Amount |
|---|-----------------|------------|
| 700001 | 130051694500003 | [REDACTED] |
| LLA : | | |
| AA 1721611 1224 251 SH400 0 050120 2D 000000 A10002997149 | | |
| Incremental Funding in the amount of \$ [REDACTED] under TI-01. | | |
| 700002 | 130051694700003 | [REDACTED] |
| LLA : | | |
| AB 1751810 81DM 251 VU021 0 050120 2D 000000 A10002997238 | | |
| Incremental Funding in the amount of \$ [REDACTED] under TI-02. 10 U.S.C. 2410 (a) is hereby invoked. Funding available for performance through 09/28/2018. | | |
| 700003 | 130052011600001 | [REDACTED] |
| LLA : | | |
| AC 1741611 6218 251 CV312 0 050120 2D 000000 A00003018209 | | |
| Incremental Funding in the amount of [REDACTED] under TI-03. | | |
| 900001 | 130051694500004 | [REDACTED] |
| LLA : | | |
| AA 1721611 1224 251 SH400 0 050120 2D 000000 A10002997149 | | |
| Incremental Funding in the amount of \$ [REDACTED] under TI-01. | | |
| 900002 | 130051694700004 | [REDACTED] |
| LLA : | | |

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AB 1751810 81DM 251 VU021 0 050120 2D 000000 A10002997238
Incremental Funding in the amount of [REDACTED] under TI-02. 10 U.S.C. 2410 (a) is hereby invoked. Funding available for performance through 09/28/2018.

900003 130052011600002 [REDACTED]
LLA :
AC 1741611 6218 251 CV312 0 050120 2D 000000 A00003018209
Incremental Funding in the amount of [REDACTED] under TI-03.

BASE Funding [REDACTED]
Cumulative Funding [REDACTED]

5. The Period of Performance is as follows:

Base - 09/23/2015 through 09/22/2016

Option 1 - 09/23/2016 through 09/22/2017

Option 2 -09/23/2017 through 09/22/2018

6. The following are authorized subcontractors under this Task Order:

Thor Solutions, LLC
McKean Defense Group
Kova Global
General Dynamics Information Technology, Inc (GDIT)

7. Fixed Fee [REDACTED]

SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost | Fixed Fee | CPFF |
|--------|------|---|-----|------|------------|------------|------|
| 7000 | R425 | Engineering and Technical Services in support of Shipboard & Land Based Engineering Mission Critical Networks and System Engineering Services in accordance with the statement of work. Base period is from date of award to 12 months after date of award. (Fund Type - TBD) | 1.0 | LO | ██████████ | ██████████ | |
| 700001 | R425 | Incremental Funding in the amount of ██████████ under TI-01 (SCN) (SCN) | | | | | |
| 700002 | R425 | Incremental funding in the amount of ██████████ under TI-02 (OPN) (OPN) | | | | | |
| 700003 | R425 | Incremental Funding in the amount of ██████████ under TI-03 (SCN) (SCN) | | | | | |
| 7100 | R425 | Engineering and Technical Services in support of Shipboard & Land Based Engineering Mission Critical Networks and System Engineering Services in accordance with the statement of work. Option 1 Period is from 13 months to 24 months after date of award. (Fund Type - TBD) Option | 1.0 | LO | ██████████ | ██████████ | |
| 7200 | R425 | Engineering and Technical Services in support of Shipboard & Land Based Engineering Mission Critical Networks and System Engineering Services in accordance with the statement of work. Option 2 Period is from 25 months to 36 months after date of award. (Fund Type - TBD) Option | 1.0 | LO | ██████████ | ██████████ | |

For ODC Items:

| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost |
|--------|------|---|-----|------|------------|
| 9000 | R425 | ODCs in support of CLIN 7000, NTE ██████████ for Travel, Other Direct Costs, and Materials during the Base Period from date of award through 12 months after date of award. (Fund Type - TBD) | 1.0 | LO | ██████████ |
| 900001 | R425 | Incremental Funding in the amount of ██████████ NTE ██████████ in support of TI-01. (SCN) (SCN) | | | |

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| Item | PSC | Supplies/Services | Qty | Unit | Est. Cost |
|--------|------|--|-----|------|------------|
| 900002 | R425 | Incremental Funding in the amount of [REDACTED] NTE [REDACTED] in support of TI-02. (OPN) (OPN) | | | |
| 900003 | R425 | Incremental Funding in the amount of [REDACTED] NTE [REDACTED] in support of TI-03. (SCN) (SCN) | | | |
| 9100 | R425 | ODCs in support of CLIN 7100, NTE [REDACTED] for Travel, Other Direct Costs and Materials during the Option Period 1 from 13 months through 24 months after date of award. (Fund Type - TBD) Option | 1.0 | LO | [REDACTED] |
| 9200 | R425 | ODCs in support of CLIN 7200, NTE [REDACTED] for Travel, Other Direct Costs and Materials during the Option Period 2 from 25 months through 36 months after date of award. (Fund Type - TBD) Option | 1.0 | LO | [REDACTED] |

The Seaport Organizational Conflict of Interest Clause from the Basic Contract is hereby invoked in the resultant Task Order.

NOTE: If fee is included in the pass through rate for subcontractor labor costs, the prime contractor is requested to identify what percentage of the pass through cost is considered fee in their cost proposal. The maximum labor pass thru rate (which is inclusive of all costs derived by applying any indirect rate to subcontracting costs plus any prime contractor fee applied to subcontractor labor costs) shall not exceed [REDACTED] to the total proposed subcontracting costs.

LEVEL OF EFFORT - The level of effort for the performance of this contract is based upon an anticipated total estimated level of effort of 52,200 man-hours of direct labor. The estimated composition of the man-hours of direct labor can be found in the chart below:

| Labor Category | Base Period | Option 1 | Option 2 | TOTALS |
|----------------------------------|-------------|----------|----------|--------|
| Program Manager* | 400 | 400 | 400 | 1200 |
| Project Manager | 2400 | 2400 | 2400 | 7200 |
| Asst. Project Manager | 2400 | 2400 | 2400 | 7200 |
| Network Engineer* | 2500 | 2500 | 2500 | 7500 |
| Senior IT Specialist* | 300 | 300 | 300 | 900 |
| IT Specialist | 300 | 300 | 300 | 900 |
| Application Developer | 2500 | 2500 | 2500 | 7500 |
| Jr. Application Developer | 300 | 300 | 300 | 900 |
| Field Engineer* | 2500 | 2500 | 2500 | 7500 |
| Junior Engineer | 500 | 500 | 500 | 1500 |
| Information Assurance Specialist | 2500 | 2500 | 2500 | 7500 |
| Data Analyst | 400 | 400 | 400 | 1200 |

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|--------------------------|-----|-----|-----|------|
| Administrative Assistant | 400 | 400 | 400 | 1200 |
|--------------------------|-----|-----|-----|------|

*Indicates Key Personnel

It is noted that your proposal shall include a completed "Direct Labor Rate Substantiation" Table with attached supporting documentation as applicable. A sample table has been included as Attachment 1 to the RFP.

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

PAYMENT OF FEE

(a) The Government shall make payments to the Contractor subject to and in accordance with the clause contained in the base IDIQ entitled "Fixed Fee"(FAR 52.216-8). Such payments shall be equal to the allowable cost of each invoice submitted by and payable to the Contractor pursuant to the clause of the base IDIQ entitled "ALLOWABLE COST AND PAYMENT" (FAR 52.216-7). Total fees paid to the contractor for performance of work under this task order shall not exceed the fee amount set forth in the task order.

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

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

1.0 Introduction

The Machinery Research and Engineering Department (Code 50) at the Naval Surface Warfare Center Carderock Division-Ship Systems Engineering Station (NSWCCD-SSES) provides the facilities and expertise for developing the concepts, technologies, equipment, systems, and procedures necessary to enable current Navy ships to operate reliably, affordably and to effectively meet performance and mission requirements. This knowledge of machinery engineering commences at the earliest stages of shipboard equipment and component product development, continues through new ship construction and is maintained through In-Service Engineering support to ships and ship systems currently in the Fleet. NSWCCD-SSES is an active participant in the community of world-class scientists and engineers that are developing the network-related technology and hardware needed to integrate shipboard systems in an increasingly net-centric Navy.

NSWCCD-SSES requires the assistance of a contractor to provide support for : (1) Shipboard & Land Based Engineering Mission Critical Networks and Systems Engineering Services; (2) Software Engineering Support Services' and; (3) Information Assurance (IA) Support Services.

Support will be provided for the following NSWCCD-SSES Department 50 Branches and/or Functional Areas: (1) Code 52, which is the Sail, Antenna, Networks and Navigation Systems Division. Code 52's mission is to provide integrated systems and solutions for the Surface and Submarine Fleets; (2) Code 523, which acts as the In-Service Engineering Agent (ISEA) and Life Cycle Manager (LCM) for mission critical interior communication data networks installed on surface ships. The branch's mission is to provide responsive and affordable design, integration, installation, testing & lifecycle support for these networks, (3) Code 524, which acts as the ISEA and LCM for Navigation, Ships Control, and Integrated Bridge Controls (IBC) installed on surface ships. The branch's mission is to provide responsive and affordable design, integration & lifecycle support for shipboard electronics navigation and bridge control systems. The group manages the development, design, installation, testing, verification, configuration and training of/for navigation and IBC systems installed on US Navy surface ships and related land based test sites; (4) Code 525 acts as the ISEA for Carrier Networks, Navigation and Integrated Bridge Controls. The branch's mission is to provide responsive and affordable design, integration, installation, testing & lifecycle support for these Carrier systems; (5) Code 211, which is responsible for the management and oversight of Information Assurance requirements for mission critical shipboard systems and the land-based engineering sites where the shipboard systems are installed and tested.

2.0 Scope of Work

The contractor shall provide on-site systems engineering support to NSWCCD-SSES Philadelphia for shipboard and test site engineering mission critical and mission essential networks and systems. The contractor's engineers, field engineers, information technology specialists, information assurance specialists and application developers shall be responsible for

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providing supplemental in-service engineering and lifecycle management support of shipboard machinery systems.

The contractor shall advise and assist the Government, but shall not make final decisions or certifications on behalf of the Government nor perform any functions that are inherently Governmental. The contractor and its employees shall not represent the Government nor appear to represent the Government in performance of these contract services. At all times, contractor personnel will wear appropriate identification identifying themselves as contractor personnel. At all meetings, conferences, or sessions with the Government personnel, contractor personnel shall clearly identify their status as contractor employees. All reports delivered under this contract are property of the U.S. Government.

2.1 Engineering & Technical Services (Shipboard Systems and Land-Based Test Sites)

The contractor shall provide the following engineering services to support technical codes throughout Department 50, with primary support for Division 52 ISEA/LCM areas and associated systems:

2.1.1 Systems Engineering Services

The contractor shall perform functional analysis and develop functional, performance, and detailed network and integrated bridge design specifications for eventual implementation that will include structuring of system functions into a functional specification. The specification shall describe required interfaces, processing, data storage capacity, environmental operating conditions, performance and system interoperability requirements as well as the actual design that could be used for implementing the specified system. The contractor shall prepare data on human factors/user interface requirements and specify design considerations related thereto. The contractor shall provide systems engineering services in support of the following ship classes and their associated network, navigation and integrated bridge systems:

- DDG 51 Class USQ-82 Family of Networks which include the Data Multiplex Systems (DMS), Fiber Optic Data Multiplex System (FODMS), Gigabit Ethernet (GEDMS)
- Foreign Military Sales (FMS) ships utilizing USQ-82 FODMS & GEDMS networks
- Aegis Ashore (AA) GEDMS network
- DDG 51 Class Integrated Bridge Navigation System (IBNS)
- CG-47 Class Smartship ISC LAN and Integrated Bridge Controls (IBS)
- CVN Distributed Data Controls Network (DDCN), Machinery Controls System Suite (MCSS) and Navigation Critical Distribution System (NCDS)
- CVN Integrated Bridge Controls
- Ship Control System (SCS)

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- Ship Control Display System (SCDS)
- Situational Awareness Bridge Display System (SABDS)
- LSD 41 Class Mid-Life Advanced Engineering Control System (AECS) LAN and Ship Control
- LHD 1 Class SDMS
- MCM 1 Class ISCS LAN
- DDG 1000 Total Ship Computing Environment (TSCE) and Engineering Control System (ECS)
- LCS 1 and 2 TSCE
- LPD 17 Ship-Wide Area Network (SWAN) and Steering Control System
- Ship to Shore Connector Networks, Navigation and Steering Control
- CG and DDG Surface fleet Scalable Electronic Charting Display Information System – Navy (ECDIS-N)
- DDG Modernization Integrated Bridge Navigation System (IBNS)
- Network Management Systems (NMS)
- Equipment/System Simulators
- Network Switch Configuration Auto Loader
- Integrated Navigation Simulator (INARS)
- Consolidated Navigation Display System (CNDS)
- CVN Ship Control Software
- Synchro System Module
- Other Network User systems or related Machinery Systems under Department 50 cognizance

2.1.2 Hardware Engineering Services

The contractor shall provide hardware engineering services in support of network and navigation systems produced for Fleet missions where systems may be deployed to operational Fleet units. Hardware engineering support under this contract may span from initial concept exploration and requirements definition through development, qualification testing, integration and troubleshooting. Services include developing modifications to existing hardware designs, when required, and preparing Engineering Change Proposals, Field Service Bulletins and Ship's Change Documents (SCDs).

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2.1.3 Software Engineering and Software Support Agent Services

The contractor shall develop software to support developmental efforts, which may necessitate development of prototypes, engineering development models, and proof of concept demonstrations. System operating systems will include, but not be limited to, Windows, Unix and Linux. The contractor shall provide Software Support Agent (SSA) services to in the design, development and certification of the network and navigation systems and integrated bridge controls in conformance with the established command Systems Engineering Process (SEP) and CMMI Level 3 requirements/policies/procedures. Specific tasking shall include:

- Provide engineering analysis of system requirements and provide system implementation and integration recommendations including embedded systems. These include existing and future system and integration interface architectural analysis leading to the development of system requirements definitions and System Design Documents.
- Prepare recommendations for project specific standard processes and procedures consistent with the command's CMMI requirements, directives, and standards. Utilize tracking methods and metrics necessary to support the CMMI Quality Assurance requirements through all phases of the system development and implementation processes.
- Provide support to ensure that all aspects of the command's CMMI processes are implemented
- Develop Test Plans and Test Procedures to support required system testing and certification throughout the system life cycle. This tasking includes the analysis, evaluation and review of any test plans and procedures prepared and recommended to support system audit, test and IV&V efforts required by the command.
- The contractor shall take their own or other Government agencies or contractors' architectures and develop a detailed software design. The design may include the integration of COTS and GOTS into a workable system and may require consolidation of various applications on a common platform.

2.1.4 Technical Services

The contractor shall provide technical services that range from research to custom development to compliance assistance needed to operate and support all ship-based information technology networks and computer systems and their shore-based equivalents at the Land Based Test Site in Philadelphia as well as other test sites throughout the county. Services also include shipboard system installation, testing, configuration, maintenance and training support. Specific technical services that shall be provided:

- Monitor proposed hardware and software changes and provide assessment of the impact to the installation process. Support may include the development of cost and performance data required for the installation of systems or equipment and related Fleet Modernization Program (FMP) documentation.

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- Provide project management, technical, installation, and coordination services to support systems equipment, and technology insertion, for ship-based network systems, integrated bridge and navigation systems.
- Provide material and equipment procurement support and services to facilitate the development and implementation of alterations, and upgrades to ship-based networks and integrated bridge systems.
- Provide maintenance support for system problems or equipment failures.
- Provide operational support for network user-related questions and problems.
- Provide technical support in response to emergent requirements.
- Provide network configuration support, including review of configuration settings, configuration modification for best performance, and troubleshooting and detection and resolution of network connectivity problems.
- Provide program support, system definition, verification, validation and post accreditation for the program to enable DITSCAP (DoD Information Technology Security & Configuration Accreditation Process), Platform IT (PIT) or equivalent Information Assurance Accreditation procedures.
- Conduct independent trade studies, trade-off analyses and provide technical services and systems engineering support.
- Participate in system design reviews including conceptual, system, hardware/software and critical design reviews.
- Recommend modifications of existing hardware and software for integration or improvements.
- Recommend and perform system configuration, prototype fabrication, test and evaluation, installation and maintenance.
- Develop product descriptions, user manuals, technical descriptions, and fact sheets for networks, navigation and IBC systems. The contractor will support the preparation of Engineering Change Proposals, Field Service Bulletins and Ship's Change Documents (SCDs).
- Provide EC and SCD installation support and verification services for both shipboard systems and land based test sites.
- Perform application analyses of advanced technologies to meet system performance requirements.
- Assist in the development of concept of operations document(s) for the shipboard architectures installed on various ship classes that include but are not limited to, CG, MCM, CVN, DDG, LSD, LPD and LCS.

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- Assist Department personnel in the environmental testing and procedures regarding hardware for shipboard installation.

2.1.5 Information Assurance (IA) Support Services

The contractor shall provide support for all IA related activities for deployed shipboard machinery systems and networks and their land-based test site equivalents as requested/required. The contractor should foster the integration of state-of-the-art protection, detection, and response technologies to identify and mitigate vulnerabilities and provide recommendations to reduce risks and enhance the security of shipboard networks and systems. At a minimum, the contractor shall provide the following services:

- Coordinate all IA related efforts for the HM&E IA Program Manager who reports to the NAVSEA IA Technical Warrant Holder for all HM&E related IA and Cyber Security issues and initiatives.
- Serve as the Information Assurance Manager (IAM) for specific machinery systems or Programs of Record as requested and liaise with the applicable technical lead, branch manager and/or life cycle manager.
- Perform IA vulnerability and risk management activities.
- Perform application security and infrastructure architecture reviews.
- Provide security consultation and research in support of shipboard machinery systems and networks.
- Identify applicable DoD information assurance and security standards.
- Develop and implement information assurance/security standards and procedures.
- Recommend information assurance/security solutions to support customers' requirements.
- Establish and satisfying IA and security requirements based upon the analysis of user, policy, regulatory, and resource demands.
- Assist with DoD/DoN/NAVSEA Certification and Accreditation verification activities.
- Assist with preparing and reviewing DoD/DoN/NAVSEA Certification and Accreditation (C&A) packages, Contingency Plans, System and Data-Flow Diagrams, Plans-of-Actions-and-Milestones (POA&Ms), and other required C&A documents.

2.1.6 Program Management

The contractor shall provide performance management products and services to help Department 90 technical codes to meet their goals in an effective and efficient manner. The contractor shall execute performance management activities to focus on performance of both organizations and the processes used to build a product or service for their customers. The contractor shall provide program management support to assist in the solution of emergent requirements and issues. The

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contractor shall provide recommendations to employ new initiatives and best practices to improve areas within networks, navigation and IBC systems. The contractor shall provide business and financial management services to support the planning, organizing, staffing, controlling, and leading of team efforts in managing programs. The contractor shall develop tools to readily track and predict the execution of the budget, prepare status briefings on the execution of work, analyze trends associated with requests received from the Fleet and provide other program management support services as directed by government personnel. The contractor shall provide support in identifying and coordinating all items of work, and assure that all efforts are directed toward providing the most effective and cost-efficient support services. The contractor shall provide program management for a variety of programs and technology insertion projects. This support shall include the analysis, development, review, maintenance, and tracking of system and equipment support planning, maintenance, training and documentation. The contractor should provide program management support services to include the following:

- The contractor shall perform cost benefit analysis, risk assessments, market surveys, and budget requirements for naval engineering and technology programs.
- The contractor shall prepare technical reports to include system and/or equipment readiness and identify degradation trends.
- The contractor shall prepare management reports to include a monthly progress and status report.
- The contractor shall provide financial management support including analysis of program planning and other financial planning documentation with respect to budget submissions, spend plans, work plans, and obligation targets and thresholds.
- The contractor shall provide process mapping and business re-engineering services.
- The contractor shall develop spreadsheets and briefing forms appropriate for the analysis and presentation of information and providing reports of findings and recommendations.
- The contractor shall deploy short term task teams to accomplish short-term program management and information technology tasks.
- The contractor shall, when required, develop a recommended agenda and establish a system to track action items, identifying problems/issues, and produce meeting information.
- The contractor shall deploy short term task teams to accomplish short-term program management tasks required by Department 50 and their NAVSEA sponsors.

3.0 Place of Performance

Performance of Task Order for the IT Administration Support Services will be at the Philadelphia Naval Business Center (PNBC) in Philadelphia, PA.

The majority of work for the Engineering and Technical Services Task Orders will be performed at NSWCCD-SSES in Philadelphia, Naval Operations Base (NOB) San Diego and NOB Norfolk.

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Additional locations include, but shall not be limited to, the following:

- Contractor's facilities
- Other Navy homeport locations such as:
 - Norfolk, VA
 - San Diego, CA
 - Mayport, FL
 - Everett, WA
 - Bremerton, WA
 - Pearl Harbor, HI
 - Sasebo, Japan
 - Yokosuka, Japan
 - Manama, Bahrain

Other DoD and Federal Agency locations as designated by the client representative.

4.0 Travel

Travel to various government facilities, commercial sites, land based test sites and US Navy ships to gather information, establish requirements, provide system installation, checkout and/or technical troubleshooting assistance and attend the meetings and reviews necessary to accomplish the assigned ISEA/LCM tasks will be required.

The IT Administration support services sought through this solicitation may also require that the contractor perform minimal travel. Therefore, any contractor travel that will be necessary will be defined in the Technical Instruction (TI). Travel locations include: Norfolk, VA; San Diego, CA; Mayport, FL; Everett, WA; Bremerton, WA; Pearl Harbor, HI; Sasebo, Japan; Yokosuka, Japan; Manama, Bahrain.

5.0 Overtime

Overtime may be required to support Code 50 on an as needed basis. Overtime will be authorized as required to meet urgent Fleet needs, based on both ships and land based test site schedules, commitments and requirements.

6.0 Personnel Qualifications

The contractor shall be responsible for the employment of trained and technically qualified personnel to perform the technical efforts described herein. In addition, the contractor is

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responsible for organizational and administrative controls necessary to ensure performance meets or exceeds all contract specification requirements and those set forth in the task order and individual task instructions.

The Government reserves the right, during the life of this contract, to request work histories on any contractor employees for the purposes of verifying compliance with this requirement. Personnel assigned to or utilized by the contractor in the performance of this contract shall meet the experience, educational, and other background requirements set forth herein.

6.1 Key Personnel

The following labor categories are designated *Key Personnel for this Task Order. Resumes are required to be submitted for each individual proposed for a Key Personnel labor category.

The following represents the Government's target education and technical experience qualifications for the labor categories required to support the Statement of Work (SOW) tasking. The target specialized experience included as part of the desired qualification should have been obtained in the fields of endeavor indicated by the applicable labor categories listed below and may have been gained concurrently unless otherwise specified.

Program Manager (one resume)

The Program Manager should have a Bachelor's Degree in an engineering-related discipline and ten (10) years of experience serving in program management roles/positions. The Program Manager should possess supervisory and managerial experience in completing an engineering project development from inception to production. The experience should also include a demonstrated ability to provide guidance and direction for particular tasks. Other duties must have included estimation of manpower needs, scheduling, and assignment of work in order to meet completion dates. The Program Manager should coordinate and manage the activity of a technical function.

Network Engineer (one resume)

A network engineer should have a Bachelor's Degree in information technology or technical discipline with a minimum of six (6) years of related experience. The network engineer must have demonstrated experience providing hardware and/or software engineering principles. The network engineer should have experience with identifying results in studies, evaluations, and provide recommendations and solutions to highly complex and important engineering or technical problems. He or she should also have experience with providing technical guidance to lower level engineers or software professionals.

Senior Information Technology (IT) Specialist (one resume)

A senior IT specialist should have a Bachelor's Degree or equivalent in the field of engineering or

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information technology with a minimum of six (6) years or related experience. The senior IT specialist must have demonstrated experience providing troubleshooting support to shipboard networks and associated user systems. The individual should have experience in providing operational support for user-related questions and problems; providing maintenance support for system problems or equipment failures; providing network configuration support, including review of configuration settings, configuration modification for best performance, and troubleshooting; and detection and resolution of network connectivity problems.

Field Engineer (one resume)

A field engineer should have a Bachelor's Degree in engineering or technology related discipline with a minimum of five (5) years of experience providing waterfront support or a minimum of five (5) years of related Navy experience. The field engineer should have experience providing technical expertise to customers, users or Navy personnel at Navy homeports. The field engineer should also have experience supporting system designs, software and equipment layout and developing, implementing, installing, testing, modifying and/or operating complex equipment and systems and developing test plans. The field engineer should have demonstrated experience instructing end users in the operation and maintenance of complex systems.

6.2 Non-Key Personnel

All non-key personnel performing under this task order shall meet the Government's minimum requirements. The following labor categories are designated non-key personnel for this Task Order. Although offerors are not required to submit resumes for non-key personnel labor categories, the offeror must certify that all proposed personnel meet the prescribed minimum requirements.

Project Manager

A Project Manager shall have a Bachelor's degree in computer science, information technology, engineering, or communications systems management. This individual shall have ten (10) years of experience managing a team on IT or engineering projects. Expertise in Microsoft Project required. Experience shall include planning and directing tasks, determining resource requirements and costs, assigning work to subordinates, reviewing products before delivery, monitoring progress of tasks and preparing progress reports (metrics), communicating with all levels of management (both orally and in writing), management of server systems, and new system designs, installations, and implementation activities.

Assistant Project Manager

An assistant project manager shall have a Bachelor's Degree in engineering or related technology field or a minimum of five (5) years of experience performing project management support duties. The assistant project manager must have experience defining project requirements, developing project plans and monitoring and evaluating project performance. The assistant project manager must have demonstrated knowledge of the principals of project management, understand

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customer requirements and be capable of communicating clearly in writing and orally.

Information Technology (IT) Specialist

An IT specialist shall have a Bachelor's Degree or equivalent in the field of engineering or information technology with a minimum of three (3) years of experience supporting networks. Specifically the individual shall have experience in providing operational support for network user or client related questions and problems; providing maintenance support for system problems or equipment failures; providing server configuration support, including review of configuration settings, configuration modification for best performance, and troubleshooting; and providing network support, including detection and resolution of network connectivity problems

Application Developer

An application developer shall have a Bachelor's Degree in a computer/math/information technology or engineering related discipline and five (5) years of experience. The application developer shall have demonstrated experience developing and modifying customized software applications for networking and navigation systems. The application developer also must have demonstrated experience installing, configuring, administering and maintaining the software and hardware resources necessary for the development and implementation of customized software applications. Additional duties of the application developer include system planning and management of the introduction of hardware and software modifications to the existing system.

Junior Application Developer

A junior application developer shall have a Bachelor's Degree in a computer/math/information technology or engineering related discipline and three (3) years of experience. The junior application developer must be capable of supporting system level design, development, verification and implementation of customized software applications. The junior application developer will support system level engineering and analysis in operational environments. Additional duties include the support of software architecture and modeling in the support of design, development and system implementation. The junior application developer must have demonstrated experience with the quality analysis and control of installation plans and procedures for upgrading computer systems.

Junior Engineer

A junior engineer shall have a Bachelor's Degree in an engineering or technology related discipline with two (2) years of experience. The junior engineer must have demonstrated experience providing technical support to senior engineers and/or IT specialist and field reps. Must also have experience carrying out and reporting on minor, individual engineering tasks that are part of a larger integrated project.

Data Analyst

A data analyst shall have high school diploma and a minimum of three (3) years of experience in

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implementing technology applications. The data analyst must have experience in defining the requirements for developing and maintaining data management applications. The data analyst must also have experience with developing and analyzing documentation, applications and reports. The data analyst must be capable of utilizing all Microsoft™ Office suite products.

Administrative Assistant

An administrative assistant shall have an Associate's Degree and a minimum of three (3) years of experience. The administrative assistant conducts administrative and record keeping aspects of the operation of technical projects/programs. He or she applies knowledge of office management, methods, and procedures in producing and maintaining documentation, correspondence, records, or directives. The administrative assistant must exercise judgment in accomplishing tasking, and works independently. He or she shall have advanced skills in Microsoft Office applications and experience with Enterprise Resource Planning (ERP) support and execution.

Information Assurance (IA) Specialist

The Information Assurance (IA) Specialist shall have a minimum of three (3) years of relevant, DoD IA related experience with direct knowledge of DoD/DoN/NAVSEA certification and accreditation activities, including the Defense Information Assurance Certification and Accreditation Process (DIACAP). This individual shall have experience with information gathering activities consisting of key personnel interviews and review of customer provided security documentation to determine what security controls have been implemented on information systems; developing and initiating protective or corrective policies and measures when an Information Assurance (IA) incident or vulnerability is discovered; ensuring all systems/solutions are in compliance with DoD/DoN/NAVSEA guidelines; ensuring that IA and IA-enabled software, hardware, and firmware comply with appropriate security configuration guidelines; performing security analysis of information collected to assess the status of DoD/DoN/NAVSEA security controls; and preparing C&A documentation packages ensuring all systems and applications are secure and fully compliant prior to gaining the Authority to Operation (ATO).

7.0 Security Requirements

Contractor's key personnel shall have a security clearance at the **SECRET** level and any classified documents and reports received or generated by the Contractor shall be classified up to and including Secret Level in accordance with the DD Form 254 "Contractor Security Classification Specification". (Attachment 4)

8.0 Material

General administrative supplies, to include copying, printing, transparencies, binders, reproduction, report bindings and postage/shipping fees will be required. Technical-related supplies to include network hardware, interface cabling, generic and specialized test equipment and other computer-based hardware for administrative network infrastructure and shipboard and

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land-based test site engineering needs. Government mandated training may also be required for contractor personnel.

9.0 Deliverables

The contractor shall provide the following deliverables:

-A monthly report detailing the progress to date and identify plans for the next reporting period of support. It will include an up-to-date total hours expended and costs incurred report. (Attachment 8)

- Trip reports as supported. (Attachment 8)

-Burn Rate Analysis Report: The Burn Rate Analysis Report is a summary report that captures the rate at which funding is expended. This report shall be attached in Wide Area Workflow Receipts and Acceptance (WAWF-RA), beginning thirty days after award and every 30 days thereafter. A template of this report is provided as Attachment 2 hereto.

-Incurred Costs Report: The Incurred Costs Report is a report that captures a summary of all costs incurred to date. This report shall be attached in WAWF-RA beginning thirty days after award and every thirty days thereafter. A template of this report is provided as an Attachment 3 hereto.

10.0 Contracting Officer's Representative (COR)

[REDACTED]

11.0 Contractor Personnel Identification

In the performance of this contract, contractor employees shall identify themselves as contractor personnel by introducing themselves or being introduced as contractor personnel and by displaying distinguishing badges or other visible identification for meetings with Government personnel. Contractor personnel shall appropriately identify themselves as contractor employees in telephone conversations and formal and informal written correspondence.

12.0 Enterprise-wide Contractor Manpower Reporting Application (ECMRA)

The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the [NAMED COMPONENT] via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address <https://doncmra.nmci.navy.mil>. Reporting

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

13.0 Period of Performance

From Task Order award through 36 months

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

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

and local requirements.

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

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

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

<https://crbewebappdev.dt.navy.mil/intranet/esh/documents/ContractorEMSAwarenessTraining.doc>

(d) The Contractor shall certify by e-mail to Paul Breeden/Code 023

paul.breeden@navy.mil)that

on-site employees have read the “Carderock Division Environmental Policy and Commitment” and taken the Environmental Management System (EMS) Awareness training within

30 days of commencing performance at NSWCCD-SSES. The e-mail shall include the employee name, work site, and contract number.

CAR-03 ON-SITE SAFETY AWARENESS (AUG 2009)

(a) The contractor shall strictly adhere to Federal Occupational Safety and Health Agency (OSHA)

Regulations, Environmental Protection Agency (EPA) Regulations, and all applicable state and local requirements.

(b) The contractor shall ensure that each contractor employee reads the document entitled “Carderock Division Occupational Safety and Health Policy Statement” within 30 days of

commencing performance at NSWCCD-SSES. This document is available at:

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

(c) The contractor shall ensure that each contractor employee who will be resident at NSWCCD-SSES completes the Voluntary Protection Program (VPP) Awareness Training within

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days of commencing performance at NSWCCD-SSES. This document is available at: <https://crbewebappdev.dt.navy.mil/intranet/esh/documents/VPP> Awareness Training for Contractors.doc

(d) The Contractor shall certify by e-mail to Thomas Egan/Code 022

thomas.egan@navy.mil)that

employees have read the “Carderock Division Occupational Safety and Health Policy Statement” and taken the Voluntary Protection Program (VPP) awareness training within 30 days of commencing performance at NSWCCD-SSES. The e-mail shall include the employees name, work site, and contract number.

(e) The contractor shall submit their OSHA 300 Logs (injury/illness rates) within 30 days of commencing performance at NSWCCD-SSES for review by the Safety Office (Code 022). If a contractor’s injury/illness rates are above the Bureau of Labor Statistics industry standards, a safety

assessment will be performed by Code 022 to determine if any administrative or engineering controls can be utilized to prevent further injuries/illnesses, or if any additional PPE or

training will be required.

(f) The contractor shall post their OSHA 300 Logs in a conspicuous place where employee notices

are customarily posted immediately upon commencing performance at NSWCCD-SSES.

(g) Applicable contractors shall submit Total Case Incident Rate (TCIR) and Days Away, Restricted

and Transfer (DART) rates for the past three years within 30 days of commencing performance at NSWCCD-SSES for review by the Safety Office (Code 022). A contractor meets the

definition of applicable if its employees worked 1,000 hours or more in any calendar quarter on site and were not directly supervised in day-to-day activities by the command.

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

(i) The contractor shall ensure that all contractor work at NSWCCD-SSES is in accordance with the

Occupational Safety and Health (OSH) Program Manual (NAVSSSESINST 5100.14). The OSH Program Manual is available at:

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

HQ C-2-0037 ORGANIZATIONAL CONFLICT OF INTEREST (NAVSEA) (JUL 2000)

(a) "Organizational Conflict of Interest" means that because of other activities or relationships with

other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government, or the person's objectivity in performing the contract work is or might be otherwise

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impaired, or a person has an unfair competitive advantage. "Person" as used herein includes Corporations, Partnerships, Joint Ventures, and other business enterprises.

(b) The Contractor warrants that to the best of its knowledge and belief, and except as otherwise set forth in the contract, the Contractor does not have any organizational conflict of interest(s) as defined in paragraph (a).

(c) It is recognized that the effort to be performed by the Contractor under this contract may create a potential organizational conflict of interest on the instant contract or on a future acquisition. In order to avoid this potential conflict of interest, and at the same time to avoid prejudicing the best interest of the Government, the right of the Contractor to participate in future procurement of equipment and/or services that are the subject of any work under this contract shall be limited as described below in accordance with the requirements of FAR 9.5.

(d) (1) The Contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information provided to the Contractor by the Government during or as a result of performance of this contract. Such information includes, but is not limited to, information submitted to the Government on a confidential basis by other persons. Further, the prohibition against release of Government provided information extends to cover such information whether or not in its original form, e.g., where the information has been included in Contractor generated work or where it is discernible from materials incorporating or based upon such information. This prohibition shall not expire after a given period of time. (2) The Contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information generated or derived during or as a result of performance of this contract. This prohibition shall expire after a period of three years after completion of performance of this contract. (3) The prohibitions contained in subparagraphs (d)(1) and (d)(2) shall apply with equal force to any affiliate of the Contractor, any subcontractor, consultant, or employee of the Contractor, any joint venture involving the Contractor, any entity into or with which it may merge or affiliate, or any successor or assign of the Contractor. The terms of paragraph (f) of this Special Contract Requirement relating to notification shall apply to any release of information in contravention of this paragraph (d).

(e) The Contractor further agrees that, during the performance of this contract and for a period of three years after completion of performance of this contract, the Contractor, any affiliate of the Contractor, any subcontractor, consultant, or employee of the Contractor, any joint venture involving the Contractor, any entity into or with which it may subsequently merge or affiliate, or

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any other successor or assign of the Contractor, shall not furnish to the United States Government, either as a prime contractor or as a subcontractor, or as a consultant to a prime contractor or subcontractor, any system, component or services, which is the subject of the work to be performed under this contract. This exclusion does not apply to any recompetition for those systems, components or services furnished pursuant to this contract. As provided in FAR 9.505-2, if the Government procures the system, component, or services on the basis of work statements growing out of the effort performed under this contract, from a source other than the contractor, subcontractor, affiliate, or assign of either, during the course of performance of this contract or before the three year period following completion of this contract has lapsed, the Contractor may, with the authorization of the cognizant Contracting Officer, participate in a subsequent procurement for the same system, component, or service. In other words, the Contractor may be authorized to compete for procurement(s) for systems, components or services subsequent to an intervening procurement.

(f) The Contractor agrees that, if after award, it discovers an actual or potential organizational conflict of interest, it shall make immediate and full disclosure in writing to the Contracting Officer.

The notification shall include a description of the actual or potential organizational conflict of interest, a description of the action which the Contractor has taken or proposes to take to avoid, mitigate, or neutralize the conflict, and any other relevant information that would assist the Contracting Officer in making a determination on this matter. Notwithstanding this notification, the Government may terminate the contract for the convenience of the Government if determined to be in the best interest of the Government.

(g) Notwithstanding paragraph (f) above, if the Contractor was aware, or should have been aware, of an organizational conflict of interest prior to the award of this contract or becomes, or should become, aware of an organizational conflict of interest after award of this contract and does not make an immediate and full disclosure in writing to the Contracting Officer, the Government may terminate this contract for default.

(h) If the Contractor takes any action prohibited by this requirement or fails to take action required by this requirement, the Government may terminate this contract for default.

(i) The Contracting Officer's decision as to the existence or nonexistence of an actual or potential organizational conflict of interest shall be final.

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(j) Nothing in this requirement is intended to prohibit or preclude the Contractor from marketing or selling to the United States Government its product lines in existence on the effective date of this contract; nor, shall this requirement preclude the Contractor from participating in any research and development or delivering any design development model or prototype of any such equipment. Additionally, sale of catalog or standard commercial items are exempt from this requirement.

(k) The Contractor shall promptly notify the Contracting Officer, in writing, if it has been tasked to evaluate or advise the Government concerning its own products or activities or those of a competitor in order to ensure proper safeguards exist to guarantee objectivity and to protect the Government's interest.

(l) The Contractor shall include this requirement in subcontracts of any tier which involve access to information or situations/conditions covered by the preceding paragraphs, substituting "subcontractor" for "contractor" where appropriate.

(m) The rights and remedies described herein shall not be exclusive and are in addition to other rights and remedies provided by law or elsewhere included in this contract.

(n) Compliance with this requirement is a material requirement of this contract.

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SECTION D PACKAGING AND MARKING

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

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

- (1) name and business address of the Contractor
- (2) contract number
- (3) task order number
- (4) sponsor: (To be specified on each individual Technical Instruction)

(Name of Individual Sponsor)

(To be specified on each individual Technical Instruction)

(Name of Requiring Activity)

(To be specified on each individual Technical Instruction)

(City and State)

Ship all reports/data to the following address:

Naval Surface Warfare Center- Carderock Division

██████████
██████████
████████████████████
██████████

This material to be provided under this Task Order shall be packaged in accordance with the latest edition of ASTM D3951-95 " Commercial Packaging of Supplies and Equipment".

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

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SECTION E INSPECTION AND ACCEPTANCE

Inspection and Acceptance will be performed by the Contracting Officer Representative, [REDACTED]
[REDACTED]

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SECTION F DELIVERABLES OR PERFORMANCE

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

| | |
|------|-----------------------|
| 7000 | 9/23/2015 - 9/22/2016 |
| 9000 | 9/23/2015 - 9/22/2016 |

CLIN - DELIVERIES OR PERFORMANCE

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

Base Period - Date of Award to 12 Months After Date of Award
Option Period 1 - Thirteen (13) Months to twenty-four (24) Months After Date of Award
Option Period 2 - Twenty-four (24) to thirty-six (36) Months After Date of Award

Base - 09/23/2015 through 09/22/2016

Option 1 - 09/23/2016 through 09/22/2017

Option 2 - 09/23/2017 through 09/22/2018

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SECTION G CONTRACT ADMINISTRATION DATA

The Contracting Officer's Representative (COR) for this contract is:



The contractor shall forward a copy of all invoices to the Contracting Officer's Representative.

252.201-7000 CONTRACTING OFFICER'S REPRESENTATIVE (DEC 1991)

CAR-G01 REPORTING REQUIREMENTS (JUN 1996) (NSWCCD)

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

(a) *Definitions.* As used in this clause—

“Department of Defense Activity Address Code (DoDAAC)” is a six position code that uniquely identifies a unit, activity, or organization.

“Document type” means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

“Local processing office (LPO)” is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) *Electronic invoicing.* The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS [252.232-7003](#), Electronic Submission of Payment Requests and Receiving Reports.

(c) *WAWF access.* To access WAWF, the Contractor shall—

(1) Have a designated electronic business point of contact in the Central Contractor Registration at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

(d) *WAWF training.* The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb.mil/>

(e) *WAWF methods of document submission.* Document submissions may be via web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) *WAWF payment instructions.* The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

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

(Contracting Officer: Insert applicable document type(s).)

Note: If a “Combo” document type is identified but not supportable by the Contractor’s business systems, an “Invoice” (stand-alone) and “Receiving Report” (stand-alone) document type may be used instead.)

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

(Contracting Officer: Insert inspection and acceptance locations or “Not applicable.”)

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

Routing Data Table*

| <i>Field Name in WAWF</i> | <i>Data to be entered in WAWF</i> |
|---------------------------|-----------------------------------|
| Pay Official DoDAAC | HQ0338 |
| Issue By DoDAAC | N65540 |
| Admin DoDAAC | S3915A |
| Inspect By DoDAAC | N65540 |
| Ship To Code | SEE SECTION F |
| Ship From Code | N/A |
| Mark For Code | SEE SECTION D |
| Service Approver (DoDAAC) | N/A |
| Service Acceptor (DoDAAC) | N65540 |
| Accept at Other DoDAAC | N/A |
| LPO DoDAAC | N/A |
| DCAA Auditor DoDAAC | HAA310 |
| Other DoDAAC(s) | N/A |

*(*Contracting Officer: Insert applicable DoDAAC information or “See schedule” if multiple ship to/acceptance locations apply, or “Not applicable.”)*

(4) *Payment request and supporting documentation.* The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

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

████████████████████

(Contracting Officer: Insert applicable email addresses or “Not applicable.”)

(g) *WAWF point of contact.*

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

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Joshua Daubert; email: WAWF_GAM.NSWCCD@NAVY.MIL

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

(End of clause)

HQ G-2-0009, Supplemental Instructions Regarding Electronic Invoicing (NAVSEA) (SEP 2012)

(a) The Contractor agrees to segregate costs incurred under this contract/task order (TO), as applicable, at the lowest level of performance, either at the technical instruction (TI), sub line item number (SLIN), or contract line item number (CLIN) level, rather than on a total contract/TO basis, and to submit invoices reflecting costs incurred at that level. Supporting documentation in Wide Area Workflow (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 other direct costs (ODCs), materials, and travel, by TI, SLIN, or CLIN level. For other than firm fixed price subcontractors, subcontractors are also required to provide labor categories, rates, and hours (both straight time and overtime) invoiced; 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 (CO) and Contracting Officer Representative (COR). Should the subcontractor lack encryption capability, the subcontractor may also email detailed supporting cost information directly to the CO and COR; or other method as agreed to by the CO.

(b) Contractors submitting payment requests and receiving reports to WAWF using either Electronic Data Interchange (EDI) or Secure File Transfer Protocol (SFTP) shall separately send an email notification to the COR and CO on the same date they submit the invoice in WAWF. No payments shall be due if the contractor does not provide the COR and CO email notification as required herein.

PAYMENT INSTRUCTIONS

252.204-0002 Line Item Specific: Sequential ACRN Order. (SEP 2009)

The payment office shall make payment in sequential ACRN order within the line item, exhausting all funds in the previous ACRN before paying from the next ACRN using the following sequential order: Alpha/Alpha; Alpha/numeric; numeric/alpha; and numeric/numeric.

Accounting Data

| SLINID | PR Number | Amount |
|--|-----------------|------------|
| 700001 | 130051694500003 | ██████████ |
| LLA : AA 1721611 1224 251 SH400 0 050120 2D 000000 A10002997149 Incremental Funding in the amount of ██████████ under TI-01. | | |
| 700002 | 130051694700003 | ██████████ |
| LLA : AB 1751810 81DM 251 VU021 0 050120 2D 000000 A10002997238 Incremental Funding in the amount of \$██████████ under TI-02. 10 U.S.C. 2410 (a) is hereby invoked. Funding available for performance through 09/28/2018. | | |
| 700003 | 130052011600001 | ██████████ |
| LLA : AC 1741611 6218 251 CV312 0 050120 2D 000000 A00003018209 Incremental Funding in the amount of \$██████████ under TI-03. | | |
| 900001 | 130051694500004 | ██████████ |
| LLA : AA 1721611 1224 251 SH400 0 050120 2D 000000 A10002997149 Incremental Funding in the amount of ██████████ under TI-01. | | |
| 900002 | 130051694700004 | ██████████ |

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LLA :

AB 1751810 81DM 251 VU021 0 050120 2D 000000 A10002997238

Incremental Funding in the amount of \$ [REDACTED] under TI-02. 10 U.S.C. 2410 (a) is hereby invoked. Funding available for performance through 09/28/2018.

900003 130052011600002 [REDACTED]

LLA :

AC 1741611 6218 251 CV312 0 050120 2D 000000 A00003018209

Incremental Funding in the amount of \$ [REDACTED] under TI-03.

BASE Funding [REDACTED]

Cumulative Funding [REDACTED]

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SECTION H SPECIAL CONTRACT REQUIREMENTS

H-5 Task Order Process.

Ombudsman Description.

The Local Warfare Center Site Deputy for Small Business has been designated as the NAVSEA and related Program Executive Offices Ombudsman for this contract. The NSWCCD Ombudsman will review complaints from the contractors and ensure that all contractors are afforded a fair opportunity to be considered, consistent with the procedures in the contract. Complaints to the NSWCCD Ombudsman must be forwarded to:

Ms. Irene Katakinski

Email: irene.katakinski@navy.mil

Telephone: 215-897-7596

SEA 5252.216-9122 LEVEL OF EFFORT (DEC 2000)

(a) The Contractor agrees to provide the total level of effort specified in the next sentence in performance of the work described in Sections B and C of this contract. The total level of effort for the performance of this contract shall be 52,200 total man-hours of direct labor, including subcontractor direct labor for those subcontractors specifically identified in the Contractor's proposal as having hours included in the proposed level of effort.

(b) Of the total man-hours of direct labor set forth above, it is estimated that _____ (Offeror to fill-in) man-hours are uncompensated effort. Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. All other effort is defined as compensated effort. If no effort is indicated in the first sentence of this paragraph, uncompensated effort performed by the Contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

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

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

(e) If, during the term hereof, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total man-hours of effort specified above would be used prior to the expiration of the term, the Contractor shall notify the Contracting Officer in writing setting forth the acceleration required, the probable benefits which would result, and an offer to undertake the acceleration at no increase in the estimated cost or fee together with an offer, setting forth a proposed level of effort, cost breakdown, and proposed fee, for continuation of the work until expiration of the term hereof. The offer shall provide that the work proposed will be subject to the terms and conditions of this contract and any additions or changes required by then current law, regulations, or directives, and that the offer, with a

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written notice of acceptance by the Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Contracting Officer. Any agreement to accelerate will be formalized by contract modification.

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

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

$$\text{Fee Reduction} = \text{Fee} \frac{(\text{Required LOE} - \text{Expended LOE})}{\text{Required LOE}}$$

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

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

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

(j) Unless the Contracting Officer determines that alternative worksite arrangements are detrimental to contract performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative worksite plan. The primary worksite is the traditional "main office" worksite. An alternative worksite means an employee's residence or a telecommuting center. A telecommuting center is a geographically convenient office setting as an alternative to an employee's main office. The Government reserves the right to review the Contractor's alternative worksite plan. In the event performance becomes unacceptable, the Contractor will be prohibited from counting the hours performed at the alternative worksite in fulfilling the total level of effort obligations of the contract. Regardless of work location, all contract terms and conditions, including security requirements and labor laws, remain

in effect. The Government shall not incur any additional cost nor provide additional equipment for contract performance as a result of the Contractor's election to implement an alternative worksite plan.

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

(End of Text)

SEA 5252.232-9104 ALLOTMENT OF FUNDS – ALTERNATE I (JAN 2008)

(a) This contract is incrementally funded with respect to both cost and fee. The Amounts presently available and allotted to this contract for payment of base fee, if any, and award fee are set forth below. Base fee amount is subject to the clause entitled "FIXED FEE"(FAR 52.216-8). Award fee amount is subject to the requirements delineated in. 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 are as follows:

ESTIMATED

| ITEM(S) | EST COST | BASE FEE | AWARD FEE | PERIOD OF PERFORMANCE |
|---------|---------------|------------|------------|-------------------------------------|
| 7001 | ██████████ | ██████████ | ██████████ | Three (3) Years After Date of Award |
| 7002 | \$ ██████████ | ██████████ | ██████████ | Three (3) Years After Date of Award |
| 7003 | \$ ██████████ | ██████████ | ██████████ | Three (3) Years After Date of Award |
| 9001 | \$ ██████████ | ██████████ | ██████████ | Three (3) Years After Date of Award |
| 9002 | \$ ██████████ | ██████████ | ██████████ | Three (3) Years After Date of Award |
| 9003 | \$ ██████████ | ██████████ | ██████████ | Three (3) Years After Date of Award |

*To Be Determined at the time of award

(b) The parties contemplate that the Government will allot additional amounts to this contract from time to time for the incrementally funded CLINs/SLINs by unilateral contract modification, and any such modification shall state separately the amount(s) allotted for cost, the amount(s) allotted for fee, the CLINs/SLINs covered thereby, and the period of performance which the amount(s) are expected to cover.

(c) CLINs/SLINs are fully funded and performance under these CLINs/SLINs is subject to the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20).

(d) The Contractor shall segregate costs for the performance of incrementally funded CLINs/SLINs from the costs of performance of fully funded CLINs/SLINs.

(End of Text)

CAR-H09 Performance-Based Acquisition Evaluation Procedures for a SeaPort e Task Order (JUL 2012) (NSWCCD)

(a) Introduction: The contractor's performance on this task order will be evaluated by the Government, in accordance with this task order clause. The first evaluation will cover the period ending twelve months after the date of task order award with successive evaluations being performed for each twelve-month period thereafter until the contractor completes performance under the task order. Based on the evaluation results, the PCO will assign an overall performance rating in accordance with paragraph (b) of this clause. The purpose of the evaluation is to determine remedies that may be invoked due to "Unsatisfactory" performance. If the PCO assigns an "Unsatisfactory"

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performance rating for the period evaluated, the PCO may take unilateral action, in accordance with clause 52.246-5 entitled "Inspection of Services-Cost Reimbursement", dated Apr 1984, in Section E of the base contract, to provide for a fee reduction covering the performance period evaluated. This clause provides the basis for evaluation of the contractor's performance and for determining if the fee amount should be reduced due to "Unsatisfactory" performance.

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

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

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

Table 1: Overall Performance Ratings

For The Evaluation Period

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

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

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

(e) Organization: The performance evaluation organization consists of the Procuring Contracting Officer (PCO), who will serve as the Evaluation Official, and the Contracting Officer's Representative (COR).

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

(2) Procuring Contracting Officer (PCO): The PCO is responsible for properly administering the performance evaluation process, maintaining the official performance evaluation file, and making the decision about the overall

performance rating and whether to reduce the fee if performance is rated as unsatisfactory.

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

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

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

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

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

TABLE 2: TASK PERFORMANCE EVALUATION CRITERIA AND STANDARDS

| Criterion | UNSATISFACTORY | SATISFACTORY | EXCELLENT |
|------------------|---|---|---|
| Task Performance | Work product fails to meet Acceptable Quality Levels (AQLs) defined in Performance Requirements Summary Table (see SOW or elsewhere in the Task Order). | Work product routinely meets Acceptable Quality Levels (AQLs) defined in Performance Requirements Summary Table (see SOW or elsewhere in the Task Order). | Work product frequently exceeds Acceptable Quality Levels (AQLs) defined in Performance Requirements Summary Table (see SOW or elsewhere in the Task Order). |
| Staffing | Contractor provides marginally qualified or unqualified personnel. Lapses in coverage occur regularly. | Contractor provides qualified personnel. Lapses in coverage may occasionally occur and are managed per individual task order policy. | Contractor provides highly qualified personnel. Contractor reassigns personnel to ensure proper coverage. Actual lapses in coverage occur very rarely, if ever, and |

| | | |
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| | | are managed per individual task order policy. Contractor ensures staff training remains current. |
| Timeliness | Contractor frequently misses deadlines, schedules, or is slow to respond to government requests or is non-responsive to government requests. | Contractor routinely meets deadlines, schedules, and responds quickly to government requests. |
| Customer Satisfaction | Fails to meet customer expectations | Exceeds customer expectations. |

TABLE 3: CONTRACT MANAGEMENT PERFORMANCE EVALUATION CRITERIA AND STANDARDS

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

TABLE 4: COST EFFICIENCY PERFORMANCE EVALUATION CRITERIA AND STANDARDS

| CRITERION | UNSATISFACTORY | SATISFACTORY | EXCELLENT |
|-----------|----------------|--------------|-----------|
|-----------|----------------|--------------|-----------|

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

See Attachment CAR-H10 PERFORMANCE REQUIREMENTS SUMMARY TABLE

CAR H11 – CONTRACTOR PERSONNEL SECURITY REQUIREMENTS (MAR 2014)

a. In accordance with SECNAV M-5510.30 Chapters 5 and 6, all Contractor personnel that require access to Department of Navy (DON) information systems and/or work on-site are designated Non-Critical Sensitive/IT-II positions, which require an open investigation or favorable adjudicated National Agency Check (NACLC) by the Industrial Security Clearance Office (DISCO). Investigations should be completed using the SF- 86 Form and the SF-87 finger print card. An interim clearance can be granted by the company Security Officer and recorded in the Joint Personnel Adjudication System (JPAS). An open or closed investigation with a favorable adjudication is required prior to issuance of a badge providing access to NSWCCD sites and buildings. If an unfavorable adjudication is determined by DISCO all access will terminated. For Common Access Card (CAC) card you must have a favorably adjudicated investigation, or a final security clearance. A CAC Card will not be issued to contractors who have an interim

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security clearance.

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

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SECTION I CONTRACT CLAUSES

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.

CAR-I18 TECHNICAL INSTRUCTIONS (DEC 2001)

- (a) Performance of the work hereunder may be subject to written technical instructions signed by the Task Order Manager. As used herein, technical instructions are defined to include the following:
- (1) Directions to the Contractor that suggest pursuit of certain lines of inquiry, shift work emphasis, fill in details or otherwise serve to accomplish the statement of work.
 - (2) Guidelines to the Contractor that assist in the interpretation of drawings, specifications or technical portions of work description.
- (b) Technical instructions must be within the general scope of work stated in the task order. Technical instructions may not be used to :
- (1) assign additional work under the task order;
 - (2) direct a change as defined in the "Changes" clause of the base contract;
 - (3) increase or decrease the contract price or estimated amount (including fee), as applicable, the level of effort, or the time required for task order performance; or
 - (4) change any of the terms, conditions or specifications of the task order.
- (c) If, in the opinion of the Contractor, any technical instruction calls for effort outside the scope of the task order or is inconsistent with this requirement, the Contractor shall notify the Contracting Officer in writing within ten (10) working days after the receipt of any such instruction. The Contractor shall not proceed with the work affected by the technical instruction unless and until the Contracting Officer notifies the Contractor that the technical instruction is within the scope of this task order.
- (d) Nothing in the paragraph (c) of this clause shall be construed to excuse the Contractor from performing that portion of the task order statement of work which is not affected by the disputed technical instruction.

(End of Clause)

52.222-2 PAYMENT FOR OVERTIMEPREMIUMS (JUL 1990)

- (a) The use of overtime is authorized underthis contract if the overtime premium cost does not exceed \$_____ or theovertime 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 productionbottlenecks of a sporadic nature;
 - (2) By indirect-laboremployees such as those performing duties in connection with administration,protection, transportation, maintenance, standby plant protection, operation ofutilities, or accounting;
 - (3) Toperform tests, industrial processes, laboratory procedures, loading orunloading of transportation conveyances, and operations in flight or afloatthat are continuous in nature and cannot reasonably be interrupted or completedotherwise; or
 - (4)That will result in lower overall costs to the Government.

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

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

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

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

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

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

(End of Clause)

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SECTION J LIST OF ATTACHMENTS

CDRLS DD1423

Incurred Cost Report

DD 254

Burn Rate Analysis