

**AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT**1. CONTRACT ID CODE  
UPAGE OF PAGES  
1 22. AMENDMENT/MODIFICATION NO.  
573. EFFECTIVE DATE  
23-Aug-20174. REQUISITION/PURCHASE REQ. NO.  
Lapsing Deobs5. PROJECT NO. (If applicable)  
N/A

6. ISSUED BY CODE

N00164

7. ADMINISTERED BY (If other than Item 6)

CODE

S2404A

NSWC, CRANE DIVISION  
300 Highway 361 - Building 3373  
Crane IN 47522-5001DCMA Manassas  
14501 George Carter Way, 2nd Floor  
Chantilly VA 20151

SCD: C

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

Lockheed Martin Integrated Systems, LLC  
1293 Perimeter Parkway  
Virginia Beach VA 23454

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.

N00178-04-D-4079-FC01

10B. DATED (SEE ITEM 13)

22-Jun-2007

CAGE CODE  
4FZ81

FACILITY CODE

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

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

12. ACCOUNTING AND APPROPRIATION DATA (If required)

SEE SECTION G

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

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

 B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: D. OTHER (Specify type of modification and authority)  
FAR 43.103 (a)(3) Mutual agreementE. IMPORTANT: Contractor  is not,  is required to sign this document and return \_\_\_ copies to the issuing office.

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

SEE PAGE 2

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

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

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY -

(Signature of Contracting Officer)

23-Aug-2017

NSN 7540-01-152-8070

30-105

STANDARD FORM 30 (Rev. 10-83)

PREVIOUS EDITION UNUSABLE

Prescribed by GSA  
FAR (48 CFR) 53.243

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## **GENERAL INFORMATION**

The purpose of this modification is to deobligate Fiscal Year 2017 cancelling funds from subject contract. Reference Contractor concurrence to deobligate submitted via email to Defense Contract Management Agency on 13 July 2017. Accordingly, said Task Order is modified as follows:

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby decreased

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

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## 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
1000	R425	Logistical Technical Support Services in accordance with the statement of work found in section C. Year one (1) of the two-year basic period of performance.					\$6,820,896.59

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
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1100	R425	Logistical Technical Support Services in accordance with the statement of work found in section C. Year two (2) of the two-year basic period of performance.					\$9,101,348.87
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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
1200	R425	Logistical Technical Support Services in accordance with the statement of work found in section C. Year two (2) of the two-year basic period of performance, and Year 3 of Award Term 1.					\$1,134,342.13

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For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
3000	R425	ODC in support of CLIN 1000. Year one (1) of the basic two-year period of performance.	1.0	LO	\$577,022.02

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
3100	R425	ODC in support of CLIN 1100. Year two (2) of the basic two-year period of performance.	1.0	LO	\$685,586.15

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For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
4000	R425	Logistical Technical Support Services in accordance with the statement of work found in section C. Year one (1) of the three-year award term option.					\$4,027,587.00

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4100 R425 Logistical Technical Support Services \$7,278,577.00  
in accordance with the statement of  
work found in section C. Year two (2)  
of the three-year award term option.

Option

4200 R425 Logistical Technical Support Services \$7,487,558.00  
in accordance with the statement of  
work found in section C. Year three  
(3) of the three-year award term  
option.

Option

For ODC Items:

**Item PSC Supplies/Services**

**Qty Unit Est. Cost**

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
6000	R425	ODC in support of CLIN 4000. Year one (1) of the three-year award term option.	1.0	LO	\$613,597.85

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6100	R425	ODC in support of CLIN 4100. Year two (2) of the three-year award term option. (Fund Type - OTHER)	1.0 LO	\$639,592.00
		Option		
6200	R425	ODC in support of CLIN 4200. Year three (3) of the three-year award term option. (Fund Type - OTHER)	1.0 LO	\$639,592.00
		Option		

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## **SECTION C DESCRIPTIONS AND SPECIFICATIONS**

### **STATEMENT OF WORK (Rev 2)**

#### **TYPE V**

#### **FOR**

#### **LOGISTICS SUPPORT SERVICES**

#### **FOR**

#### **CODE 809 MISSION REQUIREMENTS**

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6.9 SAFETY

6.10 DATA RIGHTS

6.11 STATUS REPORTING AND INVOICING

6.12 IDENTIFICATION BADGES

6.13 PERIOD OF PERFORMANCE

**STATEMENT OF WORK**

**FOR**

**LOGISTICS SERVICES**

**1.0 SCOPE.** This statement of work (SOW) specifies the logistics technical support services, program analysis, logistics, configuration management, technical support services for repair and installation of equipments, production support, test support, IT support, training and administrative tasking required in support of NSWC Crane, Code 809 in the areas of ship platform level including combat systems, Hull Mechanical and Electrical systems, and communication systems logistics as well as system level logistics including RF components, radar and antenna systems and associated components in support of Electronic Warfare, Fire Control, Search Radars and Communication systems for Joint and Coalition Forces. The majority of task performance will be on site at NSWC Crane, Crane, Indiana.

**2.0 APPLICABLE DOCUMENTS.** The following documents of the revision or issue in effect at the date of modification/TI, or as otherwise specified by the modification/TI, form a part of this SOW. In the event of conflict between the documents referenced herein and the contents of this SOW, the contents of this SOW shall prevail.

MIL-HDBK-61A	CONFIGURATION MANAGEMENT GUIDANCE
IS-649	NATIONAL CONSENSUS STD FOR CONFIGURATION MANAGEMENT
BS ISO 10007	QUALITY MANAGEMENT - GUIDELINES FOR CONFIGURATION MANAGEMENT
OPNAV 4720.2G	FLEET MODERNIZATION PROGRAM (FMP) POLICY
DODD 5000.1(D)	THE DEFENSE ACQUISITION SYSTEM

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ICAPS HANDBOOK	INTERACTIVE COMPUTER AIDED PROVISIONING SYSTEM
COMFLTFORCOMINST 4790.3 REV A CHG 2	JOINT FLEET MAINTENANCE MANUAL (JFMM)
NAVSEA 9085.4 OPR CEL-TD)	ENGINEERING DRAWING TECHNICAL DATA PACKAGE (EDTDP) ACQUISITION REQUIREMENTS
MIL-DTL-31000C	TECHNICAL DATA PACKAGES
KSC-D-327	DRAWINGS, ENGINEERING AND ASSOCIATED LISTS
MIL-HDBK-217F NOTICE 1	RELIABILITY PREDICTION OF ELECTRONIC EQUIPMENT
MIL-HDBK-235-1B NOTICE 1, 2	ELECTROMAGNETIC (RADIATED) ENVIRONMENTAL CONSIDERATIONS
MIL-HDBK-237D	ELECTROMAGNETIC ENVIRONMENTAL EFFECTS AND SPECTRUM SUPPORTABILITY GUIDANCE FOR THE ACQUISITION PROCESS
MIL-HDBK-245D	PREPARATION OF STATEMENT OF WORK
MIL-HDBK-259	LIFE CYCLE COST IN NAVY ACQUISITIONS
MIL-HDBK-472 NOTICE 1	MAINTAINABILITY PREDICTION
MIL-HDBK-1221	CHG NOTICE EVALUATION OF COMMERCIAL OFF THE SHELF (COTS) MANUAL
MIL-HDBK-2164A	ENVIRONMENTAL STRESS SCREENING FOR ELECTRONIC EQUIPMENT
24 CRF PT 41	POLICIES AND PROCEDURES FOR THE ENFORCEMENT OF STANDARDS AND REQUIREMENTS FOR ACCESSIBILITY BY THE PHYSICALLY HANDICAPPED
MIL-HDBK 682 VALID NOTICE 1	TOLERANCING, DIMENSIONING, AND GAGING TECHNIQUES FOR THE DESIGN OF INSPECTION EQUIPMENT
C63.14	AMERICAN NATIONAL STANDARD DICTIONARY FOR TECHNOLOGIES OF ELECTROMAGNETIC COMPATIBILITY (EMC), ELECTROMAGNETIC PULSE (EMP), AND ELECTROSTATIC DISCHARGE (ESD)
29 CRF 1910.1200	OCCUPATIONAL SAFETY AND HEALTH
STANDARDS 1910.1200	HAZARD COMMUNICATION
Y14.100	ENGINEERING DRAWING PRACTICES
IEEE 802.X	INFORMATION PROCESSING/SYSTEMS LOCAL AREA NETWORKS
DOD-STD-2167A	DEFENSE SOFTWARE DEVELOPMENT
NASA-STD-8739.8	SOFTWARE ASSURANCE STANDARD
MIL-T-47500	GENERAL SPECIFICATION FOR TECHNICAL DATA PACKAGES
MIL-STD-414 NOTICE 1	SAMPLING PROCEDURES AND TABLES FOR INSPECTION BY VARIABLES FOR PERCENT DEFECTIVE
MIL-HDBK-454A	GENERAL GUIDELINES FOR ELECTRONIC EQUIPMENT
MIL-STD-490A	SPECIFICATION PRACTICES
NASA GPR 1412.2	CONFIGURATION MANAGEMENT
MIL-HDBK-781A	RELIABILITY TEST METHODS, PLANS, AND ENVIRONMENTS FOR ENGINEERING, DEVELOPMENT QUALIFICATION, AND PRODUCTION, HANDBOOK FOR
MIL-STD-882B	STANDARD PRACTICE FOR SYSTEM SAFETY
MIL-STD-1311C	TEST METHODS FOR ELECTRON TUBES
MIL-STD-1604	TECHNICAL MAINTENANCE OVERHAUL AND STANDARDS, PREPARATION OF

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MIL-S-901D	MILITARY SPECIFICATIONS: REQUIREMENTS FOR SHOCK TESTS HIGH IMPACT SHIPBOARD MACHINERY
D 3332	STANDARD TEST METHODS FOR MECHANICAL SHOCK FRAGILITY OF PRODUCTS, USING SHOCK MACHINES
MIL-HDBK-2097A	ACQUISITION OF SUPPORT EQUIPMENT AND ASSOCIATED INTEGRATED LOGISTICS SUPPORT
NAVSUP PUB 548	INTEGRATED LOGISTIC SUPPORT SUPPLY HANDBOOK
KSC-DF-107	TECHNICAL DOCUMENTATION STYLE GUIDE
PRO 50 0790	INTERIM PROGRAM REVIEW/WORK SESSION CONFERENCE MINUTES REVIEW AND DISTRIBUTION PROCEDURES
86 PLN 93-1200	MICROWAVE TUBE RELIABILITY PROGRAM PLAN
OPNAV 5100.23G (N09F)	NAVY SAFETY AND OCCUPATIONAL HEALTH (SOH) PROGRAM MANUAL
NASA MWI 8621.1 Rev. B	CLOSE CALL AND MISHAP REPORTING AND INVESTIGATION PROGRAM
AF 127-56	FIRE PROTECTION AND PREVENTION
FCR DOD 6050.5 W	DOD HAZARD COMMUNICATION PROGRAM CHANGE 1 INCORPORATED
FAA 4630.3 Rev. C	SURVEY OF LOST, DAMAGED, OR DESTROYED GOVERNMENT PERSONAL PROPERTY
DODD 4170.10	ENERGY MANAGEMENT POLICY
DOD 5220.22M SUPP 1	NATIONAL INDUSTRIAL SECURITY PROGRAM OPERATING MANUAL
NAVRESFOR 5510.8A	INFORMATION AND PERSONNEL SECURITY PROGRAM
NAVRESFOR 5530.2	PHYSICAL SECURITY AND LOSS PREVENTION
NWSCCINST 5910.1	CONTROL OF CONTRACTOR PERSONNEL ON-BOARD NAVAL WEAPON SUPPORT CENTER CRANE
ISO 9001:2000	QUALITY MANAGEMENT SYSTEMS REQUIREMENTS
DODD 5000.35(D)	DEFENSE ACQUISITION REGULATORY (DAR) MANAGEMENT NSWC CRANE DIVISION ACQUISITION PREPARATION REQUEST GUIDE REV 7 OF MAY 2006
MIL-M-24100C	NOTICE 1 MANUALS, TECHNICAL: FUNCTIONALLY ORIENTED MAINTENANCE MANUALS (FOMM) FOR ELECTRONIC, ELECTROMECHANICAL, AND ORDNANCE EQUIPMENT, SYSTEMS, AND PLATFORMS
MIL-HDBK-1221 CHG. NOTICE 3	EVALUATION OF COMMERCIAL OFF-THE-SHELF MANUALS
DOD-STD-2101	CLASSIFICATION OF CHARACTERISTICS
SECNAV 5200.32A	(ASN (RD&A)) ACQUISITION MANAGEMENT POLICIES AND PROCEDURES FOR COMPUTER RESOURCES
SECNAV 3900.29D M(ONR 36 0579LD0109350)	STANDARD FORMAT REQUIREMENTS FOR SCIENTIFIC AND TECHNICAL REPORTS
MIL-STD-974	CONTRACTOR INTEGRATED TECHNICAL INFORMATION SERVICE
MIL-STD-1840C	AUTOMATED INTERCHANGE OF TECHNICAL INFORMATION
DODD 5000.2	OPERATION OF THE DEFENSE ACQUISITION SYSTEM
MIL-STD-469B	RADAR ENGINEERING INTERFACE REQUIREMENTS, ELECTROMAGNETIC COMPATIBILITY
MIL-HDBK-259	LIFE CYCLE COST IN NAVY ACQUISITION
NASA MPR 7120.3 REV E	DATA MANAGEMENT, PROGRAMS/PROJECTS

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IEEE 730	STANDARD FOR SOFTWARE QUALITY ASSURANCE PLANS-IEEE COMPUTER SOCIETY DOCUMENT
NAVSUP 5239.1A (SUP 6311)	AUTOMATED INFORMATION SYSTEMS (AIS) SECURITY POLICY FOR THE NAVAL SUPPLY SYSTEMS COMMAND
SECNAV 5000.36A (DON CIO)	DEPARTMENT OF THE NAVY INFORMATION TECHNOLOGY APPLICATIONS AND DATA MANAGEMENT
FIPS-PUB-31	GUIDELINES FOR AUTOMATIC DATA PROCESSING PHYSICAL SECURITY AND RISK MANAGEMENT
NAVSEA 8020.8B	DEPARTMENT OF DEFENSE AMMUNITION AND EXPLOSIVES HAZARD CLASSIFICATION PROCEDURES
NAVSEA 4160.3A (OPR CEL-TD)	TECHNICAL MANUAL MANAGEMENT PROGRAM (TMMP)
MIL-DLT-24784/3B	COMBAT SYSTEM TECHNICAL OPERATIONS MANUAL (CSTOM) REQUIREMENTS
MIL-DLT-81927C	MANUALS, TECHNICAL: WORK PACKAGE STYLE, FORMAT, AND COMMON TECHNICAL CONTENT REQUIREMENTS; GENERAL SPECIFICATION FOR (WORK PACKAGE CONCEPT)
DOD 8320.02-G	GUIDANCE FOR EMULATING NET-CENTRIC DATA SHARING
DODD 8510.1-M	DOD INFORMATION TECHNOLOGY SECURITY CERTIFICATION AND ACCREDITATION PROCESS (DITSCAP)
<a href="https://intranet.crane.navy.mil/it/security/default">HTTPS://INTRANET.CRANE.NAVY.MIL/IT/SECURITY/DEFAULT</a> - SOFTWARE ACCREDITATION GUIDES	
<a href="https://intranet.crane.navy.mil/it/security/default">HTTPS://INTRANET.CRANE.NAVY.MIL/IT/SECURITY/DEFAULT</a> - DITSCAP CERTIFICATION GUIDES	
<a href="https://intranet.crane.navy.mil/nmci/default.asp">HTTPS://INTRANET.CRANE.NAVY.MIL/NMCI/DEFAULT.ASP</a> - NSWC SECURITY ARCHITECTURE	
<a href="https://intranet.crane.navy.mil/nmci/default.asp">HTTPS://INTRANET.CRANE.NAVY.MIL/NMCI/DEFAULT.ASP</a> - NMCI S&T DEPLOYMENT INFORMATION PACKAGE	
<a href="https://intranet.crane.navy.mil/nmci/default.asp">HTTPS://INTRANET.CRANE.NAVY.MIL/NMCI/DEFAULT.ASP</a> - NMCI CONTRACT DOCUMENTS	
<a href="https://intranet.crane.navy.mil/nmci/default.asp">HTTPS://INTRANET.CRANE.NAVY.MIL/NMCI/DEFAULT.ASP</a> - NMCI SHARED SPACE GUIDES	
<a href="https://intranet.crane.navy.mil/cranewebsites/default.asp">HTTPS://INTRANET.CRANE.NAVY.MIL/CRANEWEBSITES/DEFAULT.ASP</a> - NSWC WEB POLICY	
MIL-HDBK-46855A	HUMAN ENGINEERING PROGRAM PROCESS & PROCEDURES
MIL-STD-1472A Chg. Notice 1	HUMAN ENGINEERING
ASME Y14.5M-94	DIMENSIONING & TOLERANCING
ASME Y14.100	ENGINEERING DRAWING PRACTICES
MIL-D-81992B	DIRECTIVES, TECHNICAL; PREPARATION OF
MIL-STD-461E	REQUIREMENTS FOR THE CONTROL OF ELECTROMAGNETIC INTERFERENCE CHARACTERISTICS OF SUBSYSTEMS AND EQUIPMENT
MIL-STD-462	MEASUREMENT OF ELECTROMAGNETIC INTERFERENCE CHARACTERISTICS
IEEE C63.14	AMERICAN NATIONAL STANDARD DICTIONARY FOR TECHNOLOGIES OF ELECTROMAGNETIC COMPATIBILITY (EMC), ELECTROMAGNETIC PULSE (EMP), AND ELECTROSTATIC DISCHARGE (ESD)
MIL-STD-470B CHG Notice 1	MAINTAINABILITY PROGRAM FOR SYSTEMS AND EQUIPMENT
MIL-STD-471	MAINTAINABILITY VERIFICATION/DEMONSTRATION /EVALUATION

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DODD 4245.7-M CE-01	TRANSITION FROM DEVELOPMENT TO PRODUCTION CHG NOT 1 – 02/13/89
NAVSEA 4130.12A SER 04L5/006)	CONFIGURATION MANAGEMENT (CM) POLICY AND GUIDANCE
MIL-STD-973	CONFIGURATION MANAGEMENT
MSFC-SPEC-961-2	MATERIALS EXPERIMENT ASSEMBLY INSTRUMENTATION PROGRAM AND COMPONENTS LIST (MEA-A2)
SECNAV 5090.6A (ASN(I&E))	ENVIRONMENTAL PLANNING FOR DEPARTMENT OF THE NAVY ACTIONS
OPNAV 5090.1B CH-4 (N45)	ENVIRONMENTAL AND NATURAL RESOURCE PROGRAM MANUAL (CHANGES 1-4 INCORPORATED)
DODD 5000.39	ACQUISITION AND MANAGEMENT OF INTEGRATED LOGISTIC SUPPORT FOR SYSTEMS AND EQUIPMENT
OPNAV 5000.49 OP-46)	INTEGRATED LOGISTICS SUPPORT (ILS) IN THE ACQUISITION PROCESS CHG NOT 1 - 04/17/89
NAVSEA 5000.39 (SEA OPR)	ACQUISITION AND MANAGEMENT OF INTEGRATED LOGISTIC SUPPORT FOR SHIPS, SYSTEMS, AND EQUIPMENT
NAVAIR 4000.20 (AIR-412)	AVIATION MAINTENANCE ASSISTANCE MODULES AND TEST BENCH INSTALLATIONS MANAGEMENT
NAVAIR 4000.14 (AIR-4011)	NAVY PREPARED INTEGRATED LOGISTIC SUPPORT PLANS (ILSPS) AND OPERATIONAL LOGISTIC SUPPORT PLANS (OLSPS) FOR AERONAUTICAL SYSTEMS AND EQUIPMENT CHG NOT 1 - 06/03/75 INCORPORATED
MIL-STD-1388-1	LOGISTIC SUPPORT ANALYSIS
MIL-STD-1388-2	DOD REQUIREMENTS FOR A LOGISTIC SUPPORT ANALYSIS RECORD
MIL-STD-1390	LEVEL OF REPAIR ANALYSIS (LORA)
MIL-STD-1629	PROCEDURES FOR PERFORMING A FAILURE MODE EFFECTS AND CRITICALITY ANALYSIS
OPNAV 3000.12 (N40)	OPERATIONAL AVAILABILITY OF EQUIPMENTS AND WEAPONS SYSTEMS
DOD-STD-1768	DEVELOPMENT OF DEPOT TECHNICAL DATA, PROCEDURES FOR
MIL-STD-1561	PROVISIONING PROCEDURES, UNIFORM DEPARTMENT OF DEFENSE
NAVSUP 4420.36B (SUP 4122)	PROGRAM SUPPORT DATA (PSD) FOR INTERIM, INITIAL AND FOLLOW-ON SECONDARY ITEM REQUIREMENTS
OPNAV 4410.2A	JOINT REGULATION GOVERNING THE USE AND APPLICATION OF UNIFORM SOURCE MAINTENANCE AND RECOVERABILITY CODES
MIL-PRF-55110G	PRINTED WIRING BOARD, RIGID, GENERAL SPECIFICATION FOR
Z39.18	SCIENTIFIC AND TECHNICAL REPORTS PREPARATION, PRESENTATION, AND PRESERVATION
MIL-HDBK-881A	WORK BREAKDOWN STRUCTURES FOR DEFENSE MATERIEL ITEMS
MSFC-SPEC-961-2	MATERIALS EXPERIMENT ASSEMBLY INSTRUMENTATION PROGRAM AND COMPONENTS LIST (MEA-A2)
DODD 5000.1(D)	THE DEFENSE ACQUISITION SYSTEM

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DODD 5000.2	OPERATION OF THE DEFENSE ACQUISITION SYSTEM
SECNAV 5000.1 (ASN(S&L))	MAJOR AND NON-MAJOR ACQUISITION PROGRAMS
MIL-STD-454	ELECTRONIC EQUIPMENT, STANDARD GENERAL REQUIREMENTS FOR
MIL-STD-1311B	TEST METHODS FOR ELECTRON TUBES
MIL-STD-901B	PROVISIONS FOR EVALUATING QUALITY OF CAPS, GARRISON, MEN'S
DODD 5000.3-M-4	JOINT TEST AND EVALUATION PROCEDURES MANUAL
NAVSEA 3960.2D (OPR 902)	TEST AND EVALUATION
DOD-STD 2167	DEFENSE SYSTEM SOFTWARE DEVELOPMENT
DOD-STD 1703	SOFTWARE PRODUCT STANDARDS

**3.0 REQUIREMENTS.** Work to be performed and required data deliverables shall be specifically described in modifications/Technical Instructions (TI) to be placed against the contract by the Contracting Officer or Contracting Officer's Representative (COR) and shall be within the parameters of one or more of the general tasks listed below. Contractor shall furnish all labor, facilities, material, and equipment except for that material, facilities, and equipment to be provided by the Government as Government Furnished Information (GFI), Government Furnished Material (GFM), Government Furnished Facilities (GFF), and Government Furnished Equipment (GFE). Contractor shall collect, analyze, assess, review, recommend, evaluate, design, develop, inspect, validate, verify, and deliver data as required by modification/TI. Contractor shall prototype, install, test, and monitor components, equipments, computer programs and software for modifications and for installations as required by modification/TI. Contractor shall assess equipment problems, recommend corrective actions, recommend, perform, analyze overhaul, depot repair and systems sustainment, and test and monitor in accordance with modification/TIs. Contractor shall provide program management, specialty administrative professional support (accounting, financial, procurement, facilities, safety specialists, training specialists, communications, environmental). Contractor shall provide technical and administrative support for continuous improvements initiatives such as: Lean Manufacturing, and Six Sigma. The logistics services provided by the Contractor shall include coverage in such technical areas as ship platform level including combat systems, Hull Mechanical and Electrical systems, and communication systems logistics as well as system level logistics including RF components, radar and antenna systems and associated components in support of Electronic Warfare, Fire Control, Search Radars and Communication systems. Contractor shall also provide support to systems that maintain fleet readiness, mission rehearsal and special missions. Contractor shall be required to provide support of Joint and Coalition Forces Engineering. Contractor shall provide full logistic support for platforms, systems, subsystems, equipment, and components during all of the life cycle phases.

### **3.1 ENGINEERING SERVICES AND SUPPORT.**

**3.1.1 DESIGN ENGINEERING.** Contractor shall prepare technical data including product assurance and system safety requirements to establish configuration product baselines; prepare maintenance support documentation; and, review engineering changes, waivers and deviations for impact on design, performance, safety, and producibility.

**3.1.2 FIELD LOGISTICS ENGINEERING.** Contractor shall perform field-logistics tasks related to maintaining and enhancing deployed equipment in accordance with the equipment's operational specifications or improved specifications.

**3.1.3 HUMAN ENGINEERING.** Contractor shall evaluate and annotate Government furnished human engineering program plans, analysis reports, test plans and procedures, and other human engineering related documentation. Evaluation shall be for compliance with MIL-HDBK-46855. Contractor shall check engineering drawings for design compliance with MIL-STD-1472, report

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discrepancies, and submit recommendations with supporting evidence for resolution. Contractor shall attend human engineering reviews and demonstrations, testing, and mockup/model reviews, record discrepancies, and formulate recommendations for resolution with justification for all recommendations made.

**3.1.4 MAINTENANCE ENGINEERING.** Contractor shall develop and maintain maintenance concepts tasks and criteria for all levels of maintenance; perform design reviews and test evaluations to minimize maintenance support; define tasks to be performed at all levels of maintenance; prepare or evaluate technical documentation such as repair standards, drawings, specifications, test procedures, and allowance parts lists; prepare or review maintenance facility design criteria; develop or review personnel training criteria; develop or review provisioning of parts, establishing part replacement factors, and Source Maintenance and Recoverability (SM&R) coding; review production engineering changes for impact on maintenance support; prepare/review installation design and physical layout for reliability and ease of maintenance; develop or review installation standards and practices; develop or review system Maintenance Requirements Cards (MRCs); and, prepare or review computer programs and systems to support system or component maintenance. Contractor shall develop maintenance concepts and criteria in accordance with applicable documents identified in individual TI and provide to the Government all justification for any assumptions used.

**3.1.5 PRODUCTION ENGINEERING.** Contractor shall develop procedures and acceptance criteria with supporting rationale to evaluate all disciplines (engineering, test and evaluation, maintenance, logistics requirements, manufacturing processes, methods, and technologies) incident to development, prototype, initial production and production or test status for new systems or major modification or improvement programs for existing systems, subsystems, or components as specified by modification/TI. Contractor shall ensure that sufficient data has been generated for equipment reproducibility, shall perform production related engineering tasks, and shall evaluate system manufacturing proposals in accordance with specifications delineated in the modification/TI. Contractor shall evaluate and recommend solutions to production or material problems at various systems' and components' manufacturers. Contractor shall analyze, develop, and update material problems, production methods and workflow, equipment set up and layout, and facilities requirements at NSWCC Crane and develop and update recommendations for improvements to resolve the problems.

**3.1.6 SAFETY ENGINEERING.** Contractor shall evaluate and annotate Government furnished system safety program plans, tracking procedures, hazard lists, safety evaluation and testing plans/procedures, reports, safety related Engineering Change Proposals (ECPs), and other safety and hazard engineering documents. Evaluation shall be for compliance with MIL-STD-882 and contract requirements. Contractor shall recommend changes to the evaluated documents to more precisely define safety objectives and facilitate their translation into functional hardware and software and provide the basis for recommendations. Contractor shall attend System Safety Program Reviews and shall monitor the prime contractor's Hazard Tracking and Risk Resolution efforts. Contractor shall perform safety analyses on systems and equipment and provide the Government with reports concerning those item's safety hazards, potential safety hazards, and acceptable alternatives for correcting safety problems discovered.

**3.1.7 ENGINEERING AND TECHNICAL SUPPORT SERVICES.** Contractor shall provide engineering and technical support services for the design, development, test, evaluation, and engineering related logistics for the procurement, production, systems sustainment, maintenance, disposal and related services for electronic and mechanical systems, weapons and combatant systems, antennas, simulators, subsystems, equipments, and components. Contractor shall investigate, evaluate and make recommendations using guidelines of PRO 50 0736 to resolve issues and problems in the areas of technology application specifications, equipment performance and reliability, development and maintenance. These analyses shall be performed on systems or components



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located at various sites such as NSW Crane, ship construction sites, component or system manufacturers, government test sites, and on operational ships. Contractor shall prepare and provide inputs for the following: ECPs Field Changes, Ship Change Documents (SCDs), White Papers, budget submittals, Technical Manuals, Interface Requirements Specification (IRS)/Interface Design Document (IDD) documents, weekly status reports and other papers as required. Contractor shall maintain awareness of Naval Messages as they pertain to systems and other related Fleet issues. Access will be through a Government representative.

**3.1.8 ENGINEERING CHANGE KITS.** Contractor shall identify the requirement for Government Furnished Property (GFP); develop, assemble, and deliver Engineering Change Kits in accordance with MIL-D-81992; and validate these engineering change kits by doing initial installations. Source material, special equipment, and tools will be provided to the Contractor as (GFI), (GFE), and (GFM).

### **3.2 ENGINEERING DRAWINGS.**

**3.2.1 ENGINEERING DRAWING SUPPORT.** Contractor shall provide engineering drawing support services, which shall include developing Conceptual, Developmental, and Production Level drawings and associated documents, ECP drawings changes, Technical Manual illustration updates, Field Changes (FCs) field change illustration updates. Contractor shall review, provide comments and update Ship Installation Drawings (SIDs) and Installation Control Drawings (ICDs). Contractor shall be proficient in AutoCAD, version Inventor 9 or later.

**3.2.2 ENGINEERING DRAWING MAINTENANCE.** Contractor shall prepare or modify engineering drawings and associated lists to meet the requirements of MIL-DTL-31000, ASME Y14.5M-94, and DOD-STD-2101, or other format as specified in the modification/TI for specified equipment. Contractor shall, as required, prepare or modify engineering change descriptions; Engineering Change Notices (ECNs), ECPs, and Notices of Revision (NORs). Contractor shall review technical data changes, provided as GFI, for technical accuracy, completeness, suitability, and adequacy for inclusion into the technical documentation. Contractor shall have the capability to alter original sketches, or draft versions of the drawings provided as GFI using conventional drafting tools/equipment, Computer Aided Drafting (CAD) Systems or computer drafting/management systems such as Engineering Documentation Management Information and Control System (EDMICS). GFM shall include a format sample or blank copy of each drawing format suitable for reproduction, as appropriate. All EDMICS related changes shall be performed on site at Crane Division, NSW using GFE. All CAD related changes shall be made at the contractor facility using contractor's equipment. These changes shall be in such a format to be directly portable to the GFE EDMICS equipment by the Contractor. Prior to delivering completed drawing packages, Contractor shall inspect each new or modified drawing to ensure compliance with ASME Y14.100.

### **3.3 ANALYSES AND INVESTIGATIONS.**

**3.3.1 FIELD DATA ANALYSIS.** Contractor shall perform field data analysis on equipment and computer software. Contractor shall identify existing Government sources of information, collect available maintenance data with Government assistance, analyze this data, identify trends or problems affecting equipment operation and mission requirements, and submit recommendations with associated rationale for changes to design or maintenance requirements to improve availability and performance. Contractor shall use maintenance reporting systems that are currently operational within the Government at the date of modification/TI. If such systems do not meet modification requirements, Contractor shall recommend changes or improvements to these systems for Government consideration.

### **3.4 MANUFACTURING ENGINEERING ANALYSES**

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**3.4.1 QUALITY ASSURANCE ANALYSES.** Contractor shall perform quality assurance analyses and prepare quality assurance planning documentation on systems, subsystems, equipment and components as specified by Modification/TI and provide reports with recommendations and supporting data to the Government. These tasks require the assimilation of quality assurance data, preparation of quality assurance plans, evaluation of quality assurance data supplied by the Government, and other related tasks in accordance ISO-9001. Contractor shall also attend quality assurance program reviews on specified systems, subsystems, equipment and components; record and report any discrepancies/ problems, and formulate recommendations, along with their respective justifications, to resolve these discrepancies/ problems.

**3.4.2 PRODUCTION ENGINEERING ANALYSIS.** Contractor shall analyze production costs and manufacturing problems; review production changes, waivers, and deviations; attend quality assurance audits and surveys; and identify problems and progress concerning production, costs, and quality assurance. Contractor shall provide a report including justifications for all recommendations made.

**3.4.3 RISK MANAGEMENT ANALYSIS.** Contractor shall analyze and evaluate the risk factors and risk abatement plans identified, analyzed, and managed by prime contractors during the acquisition process and provide final assessments to the Government with any assumptions used to make the evaluation. The evaluation of prime contractor risk factors shall be in accordance with the capability of the designed system, subsystem, or component to achieve program objectives of technical performance, scheduled production, and cost. Contractor shall accomplish the risk analysis to include the factors of probability of failure and consequence of failure.

**3.4.4 ENGINEERING INVESTIGATIONS.** Contractor shall perform engineering investigations to evaluate equipment operational reliability, development, maintainability, availability, integrated logistics support, and configuration status in accordance with applicable drawing specifications and appropriate Integrated Logistics Support Plans (ILSP) and Configuration Plans (CM) plans. Contractor shall report the results of such investigations along with recommendations and the basis for those recommendations. Contractor shall assist the Government in planning, organizing, and attending working sessions in the Fleet to resolve problems and improve performance in the areas of equipment maintenance and operation.

**3.4.5 FAILURE MODES AND LATENT DESIGN INVESTIGATIONS.** Contractor shall investigate failure modes and latent design deficiencies in systems, subsystems, equipment, and components and provide detailed analysis for component redesign. Contractor shall investigate components and systems to determine repairability, including appropriate specification adherence, changes, qualification, and system compatibility, and development of repair procedures.

**3.4.6 SYSTEM PERFORMANCE CHANGES.** Contractor shall develop, review, and evaluate the impact of any change(s) on system performance, reliability or cost. The cost evaluation shall include return on investment calculation, ECP implementation costs and recurring costs, cost savings or cost avoidance. Contractor shall perform feasibility studies for recommended changes. Contractor shall develop, review, and evaluate the progress of weapon and combat systems, Ship Maintenance (SHIPMAIN) and SCD, and other system and component engineering efforts, such as manufacturing technology programs, value engineering, and product improvement programs, from which engineering change proposals are expected.

### **3.5 CONFIGURATION MANAGEMENT**

**3.5.1 CONFIGURATION MANAGEMENT PLANNING.** Contractor shall review and/or develop configuration management plans in accordance with NAVSEAINST 4130.12 using guidance in MIL STD 973 for equipment specified in TI.

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**3.5.2 CONFIGURATION CONTROL.** Contractor shall review and analyze requests for ECPs/deviations and waivers to determine the effects on production, configuration identification, component and system cost operation, reliability and logistics. Contractor shall perform detailed engineering analyses and recommend changes to the existing baseline configurations, manufacturing processes or operational parameters and the effects of variation from existing baseline configurations. Contractor shall also determine whether requests for minor deviations or waivers and Class II Engineering Changes are correctly categorized as defined in MIL STD-973. Contractor shall submit reports to the Government on all such reviews, documenting the results with any change recommendations and supporting rationale. Contractor shall prepare Engineering Change Proposals, Engineering Change Orders, and Specification Change Notices using guidance in MIL STD-973.

**3.5.3 CONFIGURATION AUDITS.** In support of Government configuration audit teams, Contractor shall verify and document that hardware and computer programs Configuration Items (CIs) and their configuration identification are accurate, complete (according to contract requirements), adequate to establish the product baseline, and compatible with the next higher level design documentation. For the Functional Configuration Audit (FCA), Contractor shall review the configuration item's technical documentation and submit an analysis of comparison with its functional characteristics. Similarly, Contractor shall provide technical evaluation in conducting a Physical Configuration Audit (PCA) to ensure that the configuration item's physical configuration is in agreement with its documentation description. Contractor shall evaluate for compliance of the technical documentation using guidance in MIL-STD-973, and as specified in ASME Y14.100, MIL-DTL-31000, MSFC-SPEC-961-2, ASME Y14.5M-94 and DOD-STD-2101. Contractor, as a participant with the Government on the audit team, shall determine the correlation of the "as built" configuration with the released "as designed" configuration. Discrepancies and recommended corrective actions shall be documented according to procedures established by the audit team and submitted to the Government with the Contractor's justification for recommendations and evaluations.

**3.5.4 TECHNICAL REVIEWS.** Contractor shall participate with the Government and annotate proposed agendas for configuration management technical reviews, attend technical reviews and document proceedings, and evaluate the responsiveness of the reviewed activity to governing contract requirements with supporting rationale as specified by modification/TI. Such reviews include the System Requirements Review (SRR), System Design Review (SDR), Software Specification Review (SSR), FCA, PCA, Production Requirements Review (PRR), Preliminary Design Review, Critical Design Review, Test Readiness Review, Manufacturing Readiness Review, and a Formal Qualification Review.

### **3.6 ENVIRONMENTAL**

**3.6.1 ENVIRONMENTAL IMPACT STATEMENTS.** For systems, subsystems, and components, Contractor shall perform environmental impact statements in accordance with SECNAV 5090.6 and OPNAVINST 5090.1. Contractor shall provide to the Government written reports on his findings along with justifications for any assumptions made to accomplish the investigation, and recommendations for correcting any deficiencies discovered.

**3.6.2 ENVIRONMENTAL STRESS SCREENING.** Contractor shall perform and document analyses and studies relating to the Environmental Stress Screening (ESS) of electronic systems, subsystems, and components in accordance with MIL-HDBK-2164 and as specified in the individual modification/TI.

**3.6.3 ENVIRONMENTAL TEST PROCEDURES.** Contractor shall create, update or modify environmental test procedures, for the specified system, equipments, components and associated environmental test equipment.

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### 3.7 INSTALLATION

**3.7.1 INSTALLATION OF NEW EQUIPMENT.** Contractor shall perform surveys/checks in accordance with installation drawings and specifications to ensure the documentation is accurate in preparation of equipment installation. Contractor shall review equipment installation requirements and documentation and provide recommendations with justifications to the Government. Contractor shall perform the installation of new equipment in accordance with the applicable installation drawings and procedures. Contractor shall conduct associated operational verification tests to assure operational integrity of the installed equipment. Contractor shall review equipment installation requirements and documentation and provide recommendations with justifications to the Government. Contractor shall receive, inventory and verify GFM such as spares, support equipment, technical data, fleet introductory material and modification kits for ship outfitting at Government facilities.

### 3.8 INTEGRATED LOGISTICS SUPPORT (ILS)

**3.8.1 INTEGRATED LOGISTICS SUPPORT (ILS).** ILS management and technical services shall be performed by the Contractor for the system, subsystems, equipment and components for each of the logistic elements as defined in DOD-D-5000.39. Contractor shall analyze program support requirements to ensure that all requirements for ILS planning and implementation have been adequately addressed, and that planning adequately reflects known operational, design, and support requirements in accordance with current directives. The analysis shall include all areas of ILS needed for adequate assessment of Navy ILS planning, implementation, contractual obligations, and performance. ILS planning shall be in accordance with applicable Life Cycle Phase and Milestone Review requirements delineated in DOD-D-5000.39 and subordinate instructions and directives such as: OPNAVINST 5000.49 and NAVAIR Logistic System Process Specification AL-082AA-LPS-080.

**3.8.1.1** Contractor shall provide provisioning data, budget inputs, research obsolescence issues and provide recommended solutions. The budget inputs will recommend spares procurements prior to the Material Support Date (MSD). Contractor shall support data calls from ship personnel, Program Office, and related Government personnel by providing supporting documents and presentations.

**3.8.1.2** Contractor shall provide journeyman level support of all ten ILS elements in support of platforms, systems, subsystems, equipment and components as follows: Maintenance Planning, Training Support, Support Equipment, Facilities, Packaging, Handling, Storage, and Transportation, Material Management practices and transportation practices for CONUS, OCONUS AND SMART TRANS to include Transaction Items Reporting (TIR), Manpower and Personnel, Computer Resources, Design Interface; and related Technical Data Packages (drawing packages, technical manuals, etc.). Contractor shall perform the following:

**3.8.1.2.1** Review and update platforms, systems, subsystems, equipments and components maintenance concept procedures.

**3.8.1.2.2** Review integration efforts for ILS requirements, provide recommendations, develop schedules, ILS plans, and provide budget estimates for the efforts.

**3.8.1.2.3** Review Shipboard Equipment documentation for ILS impacts for the Command Control Communication Computer Intelligence Ocean Surveillance and Recognizance System (C4ISR) and provide recommendations for ILS support.

**3.8.1.2.4** Review platform, system, and subsystem level baseline, build plans, identify/track, and plan for ILS support needed for those baselines.

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**3.8.1.2.5** Contractor shall provide administrative support for presentations and plan development in support of Systems Engineering and ILS management. Tasks shall include preparing briefing materials and overhead transparencies for program reviews and briefings integrating text and graphics into documents as applicable. Contractor shall also develop and distribute meeting agendas; maintain action item databases; prepare event calendars, flow charts, drawings, and other specialized materials and maintain files of past presentations for historical reference.

**3.8.1.2.6** Contractor shall respond to fleet issues, both Casualty Reports (CASREP) and NON-CASREP requests for material or technical assistance. For fleet issues involving material movement, Contractor shall ship the requested material from the government inventory. Contractor shall enter all fleet response activity into the Remedy database for metrics capture.

**3.8.2 INTEGRATED SUPPORT PLANS.** Contractor shall generate, implement, review, and maintain Integrated Logistics Support Plans (ILSP). ILS planning shall be in accordance with DOD-D-5000.39 and subordinate instructions and directives, NAVSEAINST 5000.39, OPNAVINST 5000.49, and NAVAIRINST 4000.20 and NAVAIRINST 4000.14 (if a NAVAIR-sponsored Modification/TI). As specified by the modification / TI, Contractor shall generate, implement, review, and maintain Operational Logistics Support Summaries in accordance with NAVAIRINST 4000.14. All efforts shall address the standard elements of ILS.

**3.8.3 LOGISTIC SUPPORT FOR ACQUISITION PLANS.** Contractor shall review and document Weapons System Acquisition Plans for complete ILS requirements by Life-Cycle Phase, and consolidate and incorporate these identified requirements into an ILS Detail Specification for the system, identifying specific Program Initiation, Full-Scale Development, and Production and Deployment requirements. The ILS Detail Specification shall quantify support systems performance parameters and constraints necessary to achieve readiness objectives at the least cost in accordance with OPNAVINST 5000.49. Upon approval of the ILS Detail Specification by the Government, Contractor shall review and assess the acquisition package to ensure inclusion of all ILS requirements.

**3.8.3.1** Contractor shall draft acquisition processing documentation such as procurement plans, solicitations, source selection evaluation reports and business clearances in accordance with Federal Acquisition Regulations and Department of Defense Federal Acquisition Regulations.

**3.8.4 LOGISTIC SUPPORT ANALYSIS (LSA) PREPARATION.** Contractor shall perform a systematic and comprehensive logistic support analysis on an iterative basis through all phases of the system, subsystem, equipment or component life cycle to satisfy supportability objectives. The level of detail of the analyses and the timing of task performance shall be tailored to each system, subsystem, equipment or component and shall be responsive to program schedules and milestones. The LSA process shall conform to the requirements of MIL-STD- 1388-1. LSA documentation shall consist of all data resulting from analysis tasks conducted under this standard and shall be the primary source of validated, integrated design related supportability data pertaining to an acquisition program. LSA documentation shall be developed and maintained commensurate with updated design, support and operational concept development; and shall be updated to reflect changes or availability of better information based on testing, configuration changes, and operational concept changes during the acquisition process. Accumulated LSA documentation shall provide an audit trail of supportability and supportability related design analyses and decisions and shall be the basis for actions and documents related to manpower and personnel requirements, training programs, provisioning, maintenance planning, resources allocation, funding decisions, and other logistic support resource requirements. Configuration control procedures shall be established over LSA documentation updates to assure proper coordination among other system engineering programs, the LSA program, and the development of ILS documents using LSA data. The logistic support analysis record (LSAR) is a subset of LSA documentation and LSAR data elements shall conform to the requirements of MIL STD 1388 2.

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**3.8.5 LOGISTIC SUPPORT ANALYSIS & REVIEW.** Contractor shall perform assessments of the conduct and content of the LSA program with associated data and products for systems, subsystems, equipment and components specified by Modification/TI. These assessments shall ensure conformance to MIL-STD-1388-1 and MIL-STD-1388-2 and the results of technical analyses of the following: Design, Reliability, Maintainability, Human Engineering, Standardization, Safety, Packaging, Handling, Storage, Transportation, Cost and Time Factors as well as the LSA/Design Engineer Interface. Contractor shall assess the utilization of the LSA database as the single source of all logistics requirements determinations, logistics/design impact tradeoffs, and level of repair and maintenance plan analysis input data. All findings and recommendations shall be documented with supporting information.

**3.8.6 MAINTENANCE PLANNING.** Using Government furnished information, Contractor shall perform engineering analyses or technical assessments of maintenance concepts and plans in accordance with MIL STD-1388-1. The maintenance concept and specific logistic support resources required at each maintenance level shall be examined to ensure the plan is consistent with overall mission requirements. Contractor shall prepare and submit a report on this analysis with respect to mission requirements, and shall provide recommendations as to any modifications and shall provide supporting information and rationale. With Government furnished information, Contractor shall prepare maintenance plans for specified systems, and perform Logistics Support Analyses (LSA) in accordance with MIL-STD-1388-1, Failure Modes Effects and Criticality Analysis in accordance with MIL-STD-1629, and Level of Repair Analyses (LORA) in accordance with MIL-STD-1390.

**3.8.7 LEVEL OF REPAIR ANALYSIS (LORA) ASSESSMENT.** Contractor shall perform technical assessments of the LORA for systems, subsystems, equipment and components listed in the individual Modification/TI to ensure their conformance with the requirements of MIL-STD-1390 or as required by Modification. The method or model used for the LORA shall be specified by modification/TI. Proper extraction and use of LSA data, proper selection of sensitivity parameters/ranges, accuracy and validity of data inputs and relevance of conclusions based on review of output decisions shall be assessed. Inconsistencies and errors shall be documented with recommendations of the level of repair and all supporting information and findings accompanying the report.

**3.8.8 MAINTENANCE DATA COLLECTION.** For systems, subsystems, equipment and components specified by Modification/TI, Contractor shall collect and analyze the Navy's maintenance data with respect to reliability and maintainability. The maintenance data will be provided as GFI. Contractor shall provide, as specified by the Government, the results of this analysis and shall include, but not be limited to, Mean Time Between Failure (MTBF), validation plan for MTBF calculations, replaceable item failure rates, and Operational Availability in accordance with OPNAVINST 3000.12.

**3.8.9 MAINTENANCE PLAN TECHNICAL ASSESSMENT.** Contractor shall conduct engineering and technical assessments of maintenance plans for systems, subsystems, equipment and components in accordance with the concepts and procedures. Analyses require complete operational scenarios and consider factors related to mission definition factors, life cycle, utilization requirements, and effectiveness factors for operational maintenance and support data and environmental considerations in accordance with OPNAVINST 5090.1.

**3.8.10 DEPOT PLANNING.** Contractor shall prepare plans for the development and formal certification of maintenance depots and designated overhaul points in accordance with DOD-STD-1768 or as specified by Modification/TI. Each plan shall define how certification will be performed, the participants and their responsibilities, schedule milestones, and shall contain requirements for reports and records. Contractor shall review the depot's technical and maintenance overhaul and repair standards, control manuals, work instructions, and other published technical

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data used by technicians during overhaul and repair of equipment. Review shall be for compliance with requirements specified in the Modification/TI and the governing specifications in DOD-STD-1768. Contractor shall record results of depot and DOD certification audits and prepares reports for the Government.

**3.8.11 PROVISIONING.** Contractor shall develop, compile, and enter initial configuration and technical provisioning/re-provisioning data to the Interactive Computer Aided Provisioning (ICAP) System. Contractor shall load/download ICAP files. Contractor shall coordinate provisioning meetings to review and finalize all APLs. Contractor shall analyze and develop data for sparing models for supportability, maintainability, and reliability. Contractor shall prepare reports, plans, metrics, and schedules as related to the provisioning and reliability and maintainability tasking.

**3.8.12 RELIABILITY.** Contractor shall perform reliability predictions per Task 203 of MIL-HDBK-217, and MILHBK-781 and submit properly completed Failure Mode, Effects, and Criticality Analysis Maintainability Information Worksheets. Government will provide the Contractor design, configuration, and mission data and access to Government personnel to enable the Contractor to adequately perform these predictions. Contractor shall evaluate and annotate reliability predictions prepared by development contractors. For fielded equipment, as specified by modification/TI, Contractor shall collect, categorize, and summarize field data to verify previous reliability predictions and identify trends and design changes to improve reliability.

### **3.9 PROGRAM MANAGEMENT**

**3.9.1 PROGRAM MANAGEMENT SUPPORT SERVICES.** Contractor shall provide project/program management support services to assist NSWC Crane in carrying out its mission to develop and maintain electronic weapons systems, subsystems, interface equipment and components; microwave components, antennas, associated high voltage power supplies, and components to system interfaces associated with combat systems, weapon systems, and surveillance/tracking/fire control radars communications and electronic countermeasure systems. Contractor shall coordinate and arrange the planning of special conferences, workshops or symposiums for the weapon and combatant systems, training systems, antenna, and microwave tube communities; coordinate schedules with participants: reserve existing meeting space, ensure briefing materials and equipment are available; and, provide progress reports on the arrangements. This support shall include tasks related to planning, preparing, organizing, and reporting.

**3.9.2 PROGRAM MANAGEMENT ANALYSIS SUPPORT.** Contractor shall perform analyses including assessment of return on investment; risk; budgeting; evaluate studies, analyses or technical plans for cost effectiveness or feasibility determine eligibility for program funding; life cycle cost analyses; draft program schedules, Gantt charts, and perform critical path analysis; statistical analysis, recommendations and proposals for instructions; and proposals for plans, both long and short range. Contractor shall participate in the evaluation of organizational procedures and alignments, office procedures, fiscal procedures, personnel management and training, and/or management education opportunities against the above assessments and make recommendations for improvement or revision. Contractor shall perform Earned Value Management.

**3.9.3 PROGRAM MANGEMENT SUPPORT REVIEWS.** Contractor shall participate in component/system reviews and conferences to provide the results of various engineering studies and to obtain information necessary for other engineering tasks, which are being performed under this contract. Contractor shall also support Interim Program Reviews (IPR), Work Sessions (WS), Manufacturing Readiness Surveys (MRS), meetings, conferences, engineering meetings and training sessions. Meetings shall take place at NSWC Crane, testing sites, component manufacturer facilities, shipboard, or Program Managers' facilities and specialized component research and development facilities and shall consist of planning meetings, coordinating schedules with participants, reserving existing meeting space, ensuring that briefing/presentation materials and

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equipment are available, and recording and distributing meeting minutes using PRO 50 0790 as a guideline.

**3.9.4 MANAGEMENT REPORTS AND BRIEFING PREPARATIONS.** Contractor shall develop and prepare program reports, briefings, strategic plans, and presentations including draft and final versions in accordance with ANSI/NISO Z39.18-87, GFI, and as specified by modification/TI. Contractor shall be required to integrate text and graphics in these materials and submit the final version.

**3.9.5 PROGRAM DOCUMENTATION.** Contractor shall analyze, review, evaluate, make recommendations and provide the rationale for recommendations, and provide technical and administrative support in preparing NSWC Crane program documentation. A partial listing of the types of plans and associated instructions required is provided below.

- Program Management Plans
- Configuration Management Plans
- Integrated Logistics Support Plans
- NAVAIR 4600.3
- Quality Assurance Plans ISO-9001
- Statements of Work
- MIL-HDBK-245
- Work Breakdown Structures (WBS)
- MIL-HDBK-881
- Depot Support Plans
- NAVAIR 4600.3
- Specifications MIL-STD-961 and MSFC-SPEC-961-2
- Test Reports
- Test Procedures

**3.9.6 PROCUREMENT DATA PACKAGE PREPARATION.** Contractor shall prepare Technical Data Packages (TDPs) for major systems, subsystems, or components acquisition which shall contain such items as technical data requirements, specifications, and management plans (e.g., Configuration Management Plans, Quality Assurance Plans, Statements of Work, Program Management Plans); and/or other requirements in accordance with DOD-D-5000.1(O), DOD-I-5000.2, SECNAVINST 5000.1 or as specified by the modification/TI. Contractor shall have a working knowledge of Federal Acquisition processes and regulations and the ability to apply this knowledge in the development of TDPs.

**3.9.7 INSPECTION AND ACCEPTANCE CRITERIA DEVELOPMENT.** Contractor shall prepare and deliver a plan with inspection procedures and acceptance criteria to meet the applicable specifications and standards, and provide the Government with supporting rationale for each inspection and acceptance element.

**3.9.8 PROCUREMENT SPECIFICATION REVIEW.** Contractor shall review top level specifications prepared for component, subsystem, system, and platform procurements to ensure compliance with MSFC-SPEC-961-2, DOD STD 2101, using guidance in MIL STD-973, and other requirements as specified by modification/TI. Contractor shall study and analyze the Government's operational requirements and compare those requirements with requirements in the modification/TI. Any differences (omissions or inclusions) shall be submitted as a report to the Government. Assumptions and/or rationale supporting this report shall be included.

**3.9.9 SPECIALTY PROFESSIONAL SUPPORT.** Contractor shall provide support in specialty professional occupations/jobs. Included are environmental specialists, safety specialists, facility specialist, graphics specialists and Continuous Improvement (CI) specialists.



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**3.9.9.1 CONTINUOUS IMPROVEMENT.** Contractor shall analyze, investigate and produce documentation to ensure all program support requirements are met for implementation of Lean Initiative. This will include value stream analysis and mapping, technical process and data packages, and training in support of Lean.

**3.9.9.2 LEAN SIX SIGMA NAVSEA TRAINING.** Contractor shall pursue Lean Six Sigma NAVSEA training. The training consists of a series of courses that is considered employee development and thus will be paid for by the contractor rather than the Government. After completion of the training, Contractor shall provide advice, council and support to the Corporate Lean Office, Department, Division and Branch levels and to cross functional team support. Contractor shall support the NAVSEA enterprise innovation initiative. Contractor shall support corporate training initiatives and development of Lean assessment criteria and tools.

**3.9.10 STATISTICAL RESEARCH SUPPORT.** Statistical research support includes establishment of optimization techniques; derivation of decision theories; analyses using probability and statistical theories; and, providing independent analytical assessments of systems, subsystems, components, and other organizational structures. Contractor shall perform and document requirements studies and hardware definitions, and participate, coordinate, and conduct field testing as required by modification/TI and in accordance with GFI. Contractor shall, as directed by specific modification/TI, develop and/or maintain configuration management databases as a part of the detailed engineering analyses of systems and components. Contractor shall perform data research and collection, statistical evaluations, and analytical studies in accordance with requirements specified in modification/TIs. These studies involve development and application of statistical distributions, mathematical simulation models, inventory control models, reliability and performance assessment models, risk assessment models, and quality indicator and control models. Contractor shall provide support in the areas of data collection and management systems, evaluation and selection of support software, and adaptation of existing statistical analysis methodologies.

**3.9.11 EARNED VALUE MANAGEMENT (EVM).** Contractor shall provide and utilize an Earned Value Management and Reporting System for the efforts of this modification/TI. Contractor shall also monitor the progress of other tasks performed both by the Government and other contractors using EVM.

**3.9.12 FINANCIAL DATA ANALYSIS.** The contractor shall analyze financial data entered into various financial systems. This shall include tracking financial data, constructing reports and metrics for production, along with improving existing report formats and the data collection process. The contractor shall identify and analyze problems and assist in resolving problems. The contractor shall also perform other duties supporting these tasks such as planning, preparation, organizing and reporting.

**3.9.13 ADMINISTRATIVE SUPPORT.** The contractor shall provide administrative support for such functions as correspondence, graphics, training and travel. The contractor shall also provide support for the technical library and general facilities.

### **3.10 TESTING**

**3.10.1 TEST PLANS AND PROCEDURES.** Contractor shall develop Combat Systems, Weapons Systems, and surveillance/tracking/fire control, communication systems, and related programs, equipment components and assemblies test plans from program requirements and GFI. Such test plans shall include:

Test and Evaluation Master Plans	DOD-D-5000.3-M-4
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Technical Evaluation (TECHEVAL) Plans	NAVSEAINST 3960.2D
Operational Evaluation (OPEVAL) Plans	NAVAIRINST 3960.2D
System Qualification and First Article Qualification Test Plans	As Specified by Modification/TI
Production Acceptance Test and Evaluation Plans (PAT&E)	As Specified by Modification/TI

Contractor shall evaluate and annotate test plans originated by other agencies/contractors and provided to the Contractor as GFI. Evaluation of plans and procedures shall be for compliance with contractual requirements, for adequacy to demonstrate or control equipment quality and performance, and for ease of implementation in accordance with detailed requirements specified by modification/TI. Contractor shall submit an evaluation report on the adequacy of such plans and provide rationale and assumptions made. Contractor shall also develop, as specified by modification/TI, detailed test procedures implementing test plan requirements in areas that may include environmental and biological hazard analysis, radiographic procedures, chemical procedures, electronic and electrical procedures, mechanical and hydraulic procedures, and thermal procedures.

**3.10.2 EQUIPMENT TRACKING.** Contractor shall perform tracking of Government owned equipment located at NSWC Crane, other Government facilities and contractor facilities.

### 3.11 IT SUPPORT

**3.11.1 COMPUTER SYSTEM SUPPORT.** Contractor shall analyze, design, develop, test, troubleshoot, upgrade, update and/or maintain, install/de-install computer systems, relational database applications, IEEE 802.X networks, communications hardware and software and off-the-shelf software, automated test applications, at NSWC Crane or the component manufacturers. The computer support development environment will reside within the Navy Marine Corp Intranet (NMCI) or Research Development Test and Evaluation (RDT&E) networks. The computer databases may contain engineering, management, or inventory data. Support shall include software provided to the manufacturers for automated data collection. The primary focus of this task is systems manufacturers. As specified, the systems shall be maintained by inventorying items for distributing data. Maintenance of the data and applications may be at NSWC Crane, DoD installations, or at the Contractor's facility. Software shall be developed or include recommendations for enhancements in accordance with DOD-STD 2167A and/or DOD-STD 1703(NS), Task Force Web, DOD 8320.02-G. Contractor shall ensure software development tools, ports and protocols are in accordance with Navy Functional Area Managers (FAMs) guidelines and approvals. Contractor shall coordinate with NSWC, Crane Chief Information Officer (CIO) and FAMs to prepare Business Case Analysis (BCA) and provide technical data response regarding any in-house developed application or off-the-shelf software used in developing an application or used on a computer system.

**3.11.2 DATA MANAGEMENT AND INFORMATION TECHNOLOGY/SERVICES.** Contractor shall provide data management related support in accordance with requirements set forth in TI. These tasks encompass data management procedures in data record entry, reproduction, distribution, reporting, and verification. Contractor shall provide support for information technology and services including programming support, web publishing, interactive software, and systems administration.

**3.11.3 MAGNETIC MEDIA VALIDATION AND VERIFICATION.** Contractor shall perform magnetic media design specification evaluations and analyses. Contractor shall perform integration, verification, and validation of systems, equipments, assemblies, or modules to ensure that these items perform as specified by individual design specifications. These specifications include operational requirements, performance specifications, and associated reliability and maintainability criteria.

**3.11.4 MANAGEMENT INFORMATION AND DATA SYSTEMS ANALYSIS.** Contractor shall investigate

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specific management information systems and make recommendations as to their effectiveness, appropriateness, and value in accordance with ANSI/NISO Z39.18-87. Contractor shall formulate alternative methods to accomplish the desired objectives, including their strong and weak points; make recommendations on integrating existing systems or using other Government data systems; and provide system definitions of alternatives to the Government. Contractor shall design any such system, as required by modification/TI, and provide the Government with a system specification, in accordance with MIL-STD-961, to include system equipment and computer program requirements, data types and structure, user and existing Government data system interfaces, output formats, and the associated justification for all recommendations.

**3.11.5 SYSTEMS INTEGRATION.** Contractor shall identify and document data to ensure equipment and computer program compatibility; system/component interface; identify and provide recommended solutions to equipment interface problems; review and monitor system tolerances; participate with the Government in performing system tests to assess performance, safety, operability, reliability and maintainability; and review ECPs for interface impacts in accordance with GFI. Contractor shall annotate all recommendations made to the Government with rationale and justification for all assumptions used to arrive at any aforementioned recommendations.

**3.11.6 NMCI & RDT&E COORDINATION AND SUPPORT.** Contractor shall attend NMCI or RDT&E status meetings and participate on NSWC Corporate efforts to ensure compliancy with NMCI and RD&TE guidelines and policies. Contractor shall utilize knowledge gained from status meetings and corporate efforts to assist NSWC Personnel with unresolved NMCI or RDT&E issues. Contractor shall submit all NMCI related Move/Add/Changes (MACs) as well as all scheduled order updates in accordance with NMCI policy. Contractor shall ensure proper licensing and FAM approval of software exists for all requests for software on NMCI or RDT&E networks.

**3.11.7 ISSO COORDINATION AND SUPPORT.** Contractor shall coordinate and support the efforts of Information System Security Officers and Managers (ISSO/ISSM) by providing technical input for NETWARCOMM required security documents mandated by DOD-8510.1-M. These documents include Control Access Protection (CAP), DoD Information Technology Security Certification and Accreditation Process (DITSCAP), System Security Authorization Agreement (SSAA) and Risk Management. Contractor shall ensure all mandated Information Assurance Vulnerability patches and fixes are applied.

**3.12 SYSTEM TRAINING AND ORIENTATION.** Contractor shall provide orientation and training on weapon systems, subassemblies, or components and related systems that interact and interface on ships where the Contractor shall prepare video presentations or changes to presentations of components, subassemblies, assemblies and systems testing techniques, methods, and capabilities at NSWC Crane.

### **3.13 PERFORMANCE STANDARDS**

#### **Performance Standard 1**

Technicians performing installations, maintenance, testing, and/or repair are fully trained and certified and are producing quality products.

#### **Method of Performance Assessment**

Perform periodic review of skill level and training certifications of Technicians. Monitor in process and final Quality Assurance inspections to identify any workmanship problems.

#### **Acceptable Quality Level**

One (1) or less occurrence per month is acceptable. An occurrence would be reject of product or personnel found to have inadequate or expired training/certifications.

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**Performance Standard 2**

Contractor shall develop/modify drawings and associated documentation.

**Method of Performance Assessment**

Deliverable documents will be reviewed at delivery for compliance to Government requirement.

**Acceptable Quality Level**

Documentation will meet Government requirements with no more than 1 error per 10 pages or drawing sheets.

**Performance Standard 3**

Contractor will be delivering technical reports, procedures, etc. documenting tasking in preliminary form.

**Method of Performance Assessment**

Preliminary deliverable documents will be reviewed and commented on by the Government.

**Acceptable Quality Level**

Final deliverable documents shall be acceptable without correction with no more than one occurrence per month where the final is unacceptable.

**Performance Standard 4**

Contractor shall meet Government stated delivery/completion requirements for hardware, service, documentation, etc.

**Method of Performance Assessment**

All required delivery/completion dates will be monitored.

**Acceptable Quality Level**

Two or less occurrences per month are acceptable.

**4.0 GOVERNMENT FURNISHED ITEMS.**

**4.1 Performance may be on or off site, as specified per Individual Technical Instruction (TI).**

Existing office space, which may include desk, chair, computer, computer peripherals, copier and fax access, telephone, cell phone, blackberry, CAC card readers and other NMCI approved IT hardware will be made available for contractor use on a non-interfering basis at NSWC Crane in Building 3168, or other designated Government offices and/or locations, as specified per individual TI.

**4.2** Equipments will be provided to the contractor for the performance of certain tasks. Specific equipments will be identified in contract modifications or via TI.

**4.3** Government information will be provided to the contractor for the performance of certain tasks. Specific items will be identified via TO or in contract modifications.

**5.0 DATA DELIVERABLES.** All data deliverables shall be made as specified and in contractor format unless otherwise directed. All deliverables shall be submitted via e-mail in Microsoft compatible format whenever possible to Ms. Shirley Baker, address: 300 Hwy 361, Code 8091, Bldg. 3168, Crane, IN 47522. Telephone: 812-854-8721, e-mail: [Shirley.baker@navy.mil](mailto:Shirley.baker@navy.mil).

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Sec. 3	A001	Commercial Drawings/Models and Associated Lists	DI-SESS-81003C
Sec. 3	A002	Computer Software Product End Item	DI-MCCR-80700
Sec. 3	A003	Conceptual Design Drawings/Models	DI-SESS-81001C
Sec. 3	A004	Conference Agenda	DI-ADMN-81249A
Sec. 3	A005	Conference Minutes	DI-ADMN-81250A
Sec. 3	A006	Contract Work Breakdown Structure (CWBS)	DI-MGMT-81334B
Sec. 3	A007	Contractor's Progress, Status and Management Report	DI-MGMT-80227
Sec. 3	A008	Developmental Design Drawings/Models and Associated Lists	DI-SESS-81002D
Sec. 3	A009	Engineering Change Proposal (ECP)	DI-CMAN-80639C
Sec. 3	A010	Engineering Drawings	DI-DRPR-80651
Sec. 3	A011	Government Furnished Information Deficiency Report	DI-MGMT -80596
Sec. 3	A012	Instructional Media Design Package	DI-SESS-81520B
Sec. 3	A013	Interface Design Description	DI-IPSC-81436A
Sec. 3	A014	Interface Requirement Specification (IRS)	DI-IPSC-81434A
Sec. 3	A015	Logistics Support Analysis Record (LSAR) Data	DI-ILSS-80114
Sec. 3	A016	Presentation Material	DI-ADMN-81373
Sec. 3	A017	Product Drawings/Model and Associated Lists	DI-SESS-81000C
Sec. 3	A018	Revisions to Existing Government Documents	DI-ADMN-80925
Sec. 3	A019	Scientific and Technical Reported	DI-MISC-80711A
Sec. 3	A020	Software Development Plan (SDP)	DI-IPSC-81427A
Sec. 3	A021	Software Requirements Specifications (SRS)	DI-IPSC-81433A
Sec. 3	A022	Software Test Plan (STP)	DI-IPSC-81438A
Sec. 3	A023	Software Users Manual (SUM)	DI-IPSC-81443A
Sec. 3	A024	Software Version Description (SVD)	DI-IPSC-81442A
Sec. 3	A025	Status of Government Furnished Equipment (GFE) Report	DI-MGMT-80269
Sec. 3	A026	Technical Data Package	DI-CMAN-80776
Sec. 3	A027	Technical Report – Study/Services	DI-MISC-80508A
Sec. 3	A028	Test Plan	DI-NDTI-80566
Sec. 3	A029	Test Procedures	DI-NDTI-80603
Sec. 3	B011	TO Funding Notification Letter	DI-FNCL-80331

## 6.0 SPECIAL CONSIDERATIONS

**6.1 PLACE OF PERFORMANCE.** The work shall be performed in either Government facilities or contractor facilities. Contractor facilities shall be within a one hour driving distance of NSWC Crane. The majority of the work effort will be performed at NSWC Crane.

**6.2 WORK HOURS.** The Government's hours of operation at NSWC Crane, Code 809 are between the hours of 0600 and 1730 (Central Time) Monday through Friday, except Federal holidays or pre-planned closed days. Contractors shall not work outside of these work hours unless authorized by the COR.

**6.3 SECURITY CLEARANCE.** A Top Secret Clearance is required to perform on this SOW. Contractor shall not input classified data into any personal computer either linked or not linked to a Government Defense network. The work to be performed under this TO as delineated in the TO DD Form 254, involves access to, handling of and generation of classified material up to and including **TOP SECRET**. The Contractor shall appoint a Security Officer who shall (1) be responsible for all security aspects of the work performed under this TO, (2) assure compliance with all DOD and Service regulations regarding security and (3) assure compliance with any written instructions from the Security Officers of each Government facility. In the event that any individual tasking requires a higher level of clearance, a separate DD For 254 will be prepared and issued. The Contractor may be required to have access to live data during the performance of this TO. Any records and data or information the Contractor may have access to may be highly sensitive and confidential. The

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Contractor must not divulge any information about files, data processing activities or functions, user ids or passwords or any other knowledge that may be gained to anyone not authorized to have access to such information. It is the Contractor's responsibility to ensure that all TO employees have proper authority. All classified material shall be processed and protected in accordance with the provisions of this performance work statement and all required instructions and directives in effect concerning the processing of classified material.

**6.4 CONTRACTING OFFICER'S REPRESENTATIVE (COR).** The Contracting Officer's Representative (COR) of the basic order is Ms. Kathleen Turner, Telephone (812) 854-1794. The Alternate Contracting Officer's Representative (ACOR) is Ms. Denise (Yvette) Anderson, Telephone (812) 854-5176. The TOM is the point of contact for non-substantive communications of a technical nature. Only the Contracting Officer has the authority to change the requirements of this order. All communications of a substantive nature shall be made through the Contracting Officer, Mr. Don Feaster, Telephone 812-854-5704.

**6.5 TRAVEL.** Travel will be necessary for the performance of the contractual duties and shall be pre-approved by the COR by issuance of a TI. All travel shall be in accordance with the Joint Travel Regulations. Contractor shall be required to travel both CONUS and OCONUS.

**6.6 OVERTIME.** Overtime shall be performed as required by the Requiring Technical Activity and to the extent authorized by the Procuring Contracting Officer. The definition of overtime is as follows: work in excess of forty hours per week or work performed on Saturday, Sunday and holidays. Overtime shall be used only upon prior approval by the COR.

**6.7 USE OF GOVERNMENT VEHICLES/MATERIAL HANDLING EQUIPMENT.** Contractor may be required to drive Government owned/leased vehicles and material handling equipment on-site at NSWC Crane in performance of their duties. Authorization to drive Government owned/leased vehicles and operate Government owned materials handling equipment, such as overhead cranes and forklifts, will be specifically authorized via TI. The following instructions apply. If required by the TO, TO Modification or TI and approved on a case-by-case basis, the Contractor may be allowed or approved to use a Government Vehicle to transport documentation, media, etc. in accordance with the parameters of the contractor position. Government provided vehicles shall be used solely for the purposes as described in this SOW. All drivers must present proof of valid operator drivers license prior to operating a Government Vehicle. The following instructions apply. The Contractor shall operate motor vehicles in accordance with NAVSURFWARCENDIVCRANE INSTRUCTION 11240.1 or most recent instruction and NAVFAC P300. All contractor personnel operating Government vehicles, to include materials handling equipment, shall be licensed in IAW provisions set forth in NAVSURFWARCENDIVCRANE INSTRUCTION 11240.1 or most recent instruction, except a valid state drivers license shall be accepted as proper authority for operation of commercial/administrative (non-tactical) vehicles up to an including 10,000 pounds gross vehicle weight upon completion of training courses as called out in NAVSURFWARCENDIVCRANE INSTRUCTION 11240.1 or most current instruction. The Contractor shall ensure contractor personnel have in their possession a valid US Government Motor Vehicle Operator's Identification Card (SF 46) or valid state driver's license, as applicable, when operating vehicles and equipment. Employees possessing a valid Government license need not be re-licensed. The Contractor shall report any accidents involving motor vehicles or any other equipment IAW NAVSURFWARCENDIVCRANE INSTRUCTION 11240.1 or most recent instruction and NAVFAC P300.

**6.8 CONTRACTOR EMPLOYEE TRAINING/CERTIFICATIONS.** Contractor employees shall obtain the necessary training/certifications required in the performance of their assigned tasks. The certification training specific to the Government may be funded/provided by the Government. This includes certifications such as Electrostatic Discharge, Soldering, Wire Bonding, etc. Contractor shall successfully complete other government specific training courses such as government contracting,

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procurement, government financial, business, funding, etc. Training considered to be employee development will not be provided/funded by the Government.

**6.9 SAFETY.** The requirements of this order may require contractor personnel to come in contact with or be exposed to hazardous conditions. Contractor shall abide by all federal, local and state occupational safety and health requirements. The government shall provide Standard Operating Procedures when applicable. Contractor shall have on record a corporate safety plan and shall provide a copy to the COR when instructed. Contractor shall ensure all employees have appropriate Personal Protection Equipment. Contractor shall ensure employees have all required training and certifications related to the Occupational Safety and Health Requirements.

**6.10 DATA RIGHTS.** All data/documentation delivered/created in support of this effort becomes the property of the US Government and will be delivered without proprietary markings. The government shall have government purpose rights for all data delivered under this task order.

**6.11 STATUS REPORTING AND INVOICING.** Contractor shall prepare and submit a progress and status report monthly covering the calendar month with the report due by the 15th of each month. Contractor shall provide the Government, concurrent with the contractor's invoice, a detailed financial expenditures report. All labor, subcontract costs, travel, material, overtime, etc. should be clearly explained in sufficient detail to validate invoice/payment.

**6.12 IDENTIFICATION BADGES.** The Contractor shall be required to obtain identification badges from the Government for Contractor personnel to be located on Government property. The identification badge shall be visible at all times while employees are on Government property. The Contractor shall furnish all requested information required from the Government to facilitate issuance of identification badges and shall confirm to applicable regulations concerning the use and possession of the badges. The Contractor shall be responsible for ensuring that all identification badges issued to the Contractor personnel are returned to the appropriate government security personnel following the completion of the TO, relocation or termination of the employee issued an identification badge, or upon request by the Contracting Officer.

**6.13 PERIOD OF PERFORMANCE.** The initial award will result in a 2-year basic Period of Performance. The award will include three (3) one-year award term periods. The total Period of Performance, including award term periods, is 5-years.

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## SECTION D PACKAGING AND MARKING

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

### DATA PACKAGING LANGUAGE (5503)

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

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

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

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

\_\_\_\_\_  
(Name of Individual Sponsor)

\_\_\_\_\_  
(Name of Requiring Activity)

\_\_\_\_\_  
(City and State)

### PROHIBITED PACKING MATERIALS (5512)

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

### INSTRUCTIONS FOR MARKING DISTRIBUTION STATEMENT (5513)

The Contractor shall comply with the instructions cited below for placement of the distribution statement associated with data. The applicable distribution statement is identified on each Contract Data Requirements List (DD Form 1423-1). The distribution statement shall be displayed conspicuously on technical documents so as to be recognized readily by receipts. The distribution statement shall appear on each front cover and title page of a report. If the technical document does not have a cover or title page, the applicable distribution statement shall be stamped or typed on the front page in a conspicuous position.



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## SECTION E INSPECTION AND ACCEPTANCE

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

### INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at **DESTINATION**.

### INSPECTION AND ACCEPTANCE LANGUAGE FOR DATA (5602)

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

### GOVERNMENT FURNISHED MATERIAL (NAVSEA) (MAY 1995)

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

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

**Damaged Government Furnished Material:** The contractor shall report to the Government representative any Government-furnished property found damaged, malfunctioning, or otherwise unsuitable for use. In event of damage or malfunction during or after installation, the contractor shall determine and record probable cause and necessity for withholding material from use.

**Bailed Property:** The contractor shall, as required by the terms of the Bailment Agreement, establish procedures for the adequate storage, maintenance, and inspection of bailed Government property. Records of all inspections and maintenance performed on bailed property shall be maintained. These procedures and records shall be subject to review by the Government representative.

[As used in the foregoing, the term "**material**" applies to Government-furnished equipment to be installed in or furnished with the end item. The term "**property**" is Government equipment that is used in the fabrication or assembly of the end item, and is not delivered as part of the end item.]

NOTE: "**Government representative**" means "**Contracting Officer**".

### CLAUSES INCORPORATED BY REFERENCE

52.246-3 Inspection of Supplies-Cost Reimbursement MAY 2001

52.246-5 Inspection of Services-Cost Reimbursement APR 1984

252.246-7000 Material Inspection and Receiving Report MAR 2003

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## SECTION F DELIVERABLES OR PERFORMANCE

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

1000	6/22/2007 - 9/30/2009
1100	6/22/2007 - 7/21/2010
1200	2/27/2009 - 6/21/2010
3000	6/22/2007 - 6/21/2010
3100	6/22/2008 - 7/21/2010
4000	4/5/2009 - 7/21/2010
6000	4/5/2009 - 7/21/2010

### CLIN - DELIVERIES OR PERFORMANCE

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

1000	6/22/2007 - 9/30/2009
1100	6/22/2007 - 7/21/2010
1200	2/27/2009 - 6/21/2010
3000	6/22/2007 - 6/21/2010
3100	6/22/2008 - 7/21/2010
4000	4/5/2009 - 7/21/2010
6000	4/5/2009 - 7/21/2010

The periods of performance for the Award Term Items are as follows:

4100	6/22/2010 - 6/21/2011
4200	6/22/2011 - 6/21/2012
6100	6/22/2010 - 6/21/2011
6200	6/22/2011 - 6/21/2012

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## SECTION G CONTRACT ADMINISTRATION DATA

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

### SECURITY ADMINISTRATION (5806)

The highest level of security required under this contract is TOP SECRET as designated on DD Form 254 attached hereto and made a part hereof. The Commander, Defense Security Service, Director of Industrial Security, Midwest Region, is designated Security Administrator for the purpose of administering all elements of military security hereunder.

### INVOICING INSTRUCTIONS AND PAYMENT FOR SERVICES

Invoices for services rendered under this Contract shall be submitted electronically through Wide Area Work Flow – Receipt and Acceptance (WAWF). The vendor shall self-register at the web site <https://wawf.eb.mil>. Vendor training is available on the internet at <https://wawftraining.eb.mil>. Additional support can be accessed by calling the NAVY WAWF Assistance Line: 1-800-559-WAWF (9293). Select the Cost Voucher within WAWF as the invoice type. The cost voucher prepares the interim voucher. Back up documentation (such as timesheets, cost breakdowns, etc.) can be included and attached to the invoice in WAWF. Attachments created in any Microsoft Office product are attachable to the invoice in WAWF. The following information regarding Naval Surface Warfare Center, Crane, Indiana is provided for completion of the invoice in WAWF:

PAY DODAAC:	HQ0338
WAWF Invoice Type:	Cost Voucher
Issue by DODAAC:	N00164
Admin DODAAC:	S2101A
DCAA DODAAC (if applicable):	N/A
OF AWARD Service Approver:	N00164
Inspect by DODAAC:	N/A
Service Acceptor DODAAC:	N00164
LPO DODAAC:	N/A

The contractor shall submit invoices for payment per contract terms. The contractor shall invoice per ACRN by SLIN (sub-contract line item number). The Government shall process invoices for payment per contract terms. Payment is not to be pro-rated across ACRNs. ACRNs are to be paid in accordance with contractor's invoice. After

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clicking the submit button a Notice or successful/unsuccessful submission screen will appear. This screen allows you to enter an additional e-mail notification address. You must click on the "Send More E-mail Notifications" link and add the e-mail address listed below for submittal of the acceptor:

Or e-mail the invoice to the following address:

Additional WAWF Information:

On the Miscellaneous Tab of the invoice in WAWF attach the cost breakdown for the cost voucher amount being submitted IAW the invoicing instructions.

**CONTRACT ADMINISTRATION DATA LANGUAGE (5802)**

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

Address:	
Street & Number:	
City & State:	
County:	
Zip Code:	

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

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

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

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

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

**PURCHASING OFFICE REPRESENTATIVE LANGUAGE**

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**EXPEDITING CONTRACT CLOSEOUT (NAVSEA) (DEC 1995)**

(a) As part of the negotiated fixed price or total estimated amount of this contract, both the Government and the Contractor have agreed to waive any entitlement that otherwise might accrue to either party in any residual dollar amount of \$500 or less at the time of final contract closeout. The term "residual dollar amount" shall include all money that would otherwise be owed to either part at the end of the contract except that, amounts connected in any way with taxation, allegations of fraud and/or antitrust violations shall be excluded. For purposes of determining residual dollar amounts, offsets of money owed by one party against money that would otherwise be paid by that party may be considered to the extent permitted by law.

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

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## **SECTION H SPECIAL CONTRACT REQUIREMENTS**

### **MANDATORY REQUIREMENTS**

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

1. The contractor's facility supporting this requirement must be cleared at the TOP SECRET level for both processing and storage.
2. Key Personnel Resumes/Qualifications identified in Section L
3. Execution of Task Order awarded by Large Business Concerns must demonstrate that at least 30% of the total dollars amount awarded, represents subcontract awards to Small Business Concerns. Of the 30%, 70% must be meaningful labor requiring Expeditionary Warfare expertise and skills. This information shall be reported by the successful offeror in their self assessment for the Award Term Plan.

### **HQ-C-2-0014 CONTRACTOR'S PROPOSAL (NAVSEA) (SEP 1990)**

(a) Performance of this contract by the Contractor shall be conducted and performed in accordance with detailed obligations to which the Contractor committed itself in a Proposal dated March 29, 2007 in response to NSWC Crane Solicitation No. N00024-07-R-3232.

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

### **GOVERNMENT FURNISHED PROPERTY (PERFORMANCE) (SEP 1990)(NAVSEA 5252.245-9108)**

The Government will provide only that property set forth below, notwithstanding any term or condition of this contract to the contrary. Upon Contractor's written request to the cognizant Contracting Officer's Representative (COR), via the cognizant Procuring Contract Office (NSWC Crane), the Government will furnish the following for use in the performance of this contract: \*To be identified upon issuance of Technical Instruction (TI).

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

(a) Performance of the work hereunder shall be subject to written technical instructions/technical direction letters signed by the Contracting Officer's Representative (COR) specified in Section G of this contract. As used herein, technical instructions/technical direction letters are defined to include the following:

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

(b) Technical instructions must be within the general scope of work stated in the contract. Technical

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Instructions may not be used to:

- (1) assign additional work under the contract;
- (2) direct a change as defined in the "CHANGES" clause of this contract;
- (3) increase or decrease the contract price or estimated contract amount (including fee), as applicable, the level of effort, or the time required for contract performance; or
- (4) change any of the terms, conditions or specifications of the contract.

(c) If, in the opinion of the Contractor, any technical instruction/technical direction letters calls for effort outside

the scope of the contract or is inconsistent with this requirement, the Contractor shall notify the Procuring Contracting Officer (NSWC Crane) in writing within ten (10) working days after the receipt of any such instruction. The Contractor shall not proceed with the work affected by the technical instruction/technical direction letter unless and until the Contractor is notified by the Procuring Contracting Officer (NSWC Crane) that the technical instruction/technical direction letter is within the scope of this contract.

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

#### **CONFORMANCE WITH THE ENVIRONMENTAL MANAGEMENT SYSTEM**

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

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

The Contractor shall be responsible for ensuring their employees receive applicable environmental and occupational health and safety training, and maintain regulatory-required specific training for the type of work to be conducted. All Contractor personnel, and their subcontractor personnel, performing tasks that have the potential to cause an environmental impact shall be competent on the basis of appropriate education, training or experience. Upon contract award, the Government will provide EMS Awareness and Environmental Awareness training on CD to the Contractor. The contractor shall provide the EMS coordinator with all training records required by the EMS coordinator or the Environmental Protection Office (including but not limited to EMS training, waste water treatment certifications, asbestos certifications, etc.) for all contractor personnel and subcontractor personnel within 30 days prior to performance or at time of contract award whichever

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comes first and annually thereafter. The installation EMS Coordinator will retain associated records.

## **H20S INSURANCE - WORK ON A GOVERNMENT INSTALLATION**

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

(1) Comprehensive General Liability: \$200,000 per person and \$500,000 per accident for bodily injury.

(2) Automobile Insurance: \$200,000 per person and \$500,000 per accident for bodily injury and \$20,000 per accident for property damage.

(3) Standard Workmen's Compensation and Employer's Liability Insurance (or, where maritime employment is involved, Longshoremen's and Harbor Worker's Compensation Insurance) in the minimum amount of \$100,000.

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

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

**\* Refer to "SECTION G – CONTRACT ADMINISTRATION DATA"**

## **H30S LIMITATION OF LIABILITY - INCREMENTAL FUNDING (JUN 2004)**

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

## **H81S TRAVEL COSTS AND RESPONSIBILITIES**

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

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

## **H83S SERVICE CONTRACT ACT WAGE DETERMINATION (JUN 2004)**

The applicable Department of Labor (DOL) Service Contract Act (SCA) Wage Determinations (WD) by the Secretary of Labor are provided as "**Attachment 1 - DOL SCA WD 05-2183 Rev 06**" in

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Section J.

#### **HC25S ACCESS TO GOVERNMENT SITE (JUN 2004)**

(a) Contractor personnel shall comply with all current badging and security procedures required to gain access to any Government site. The Contractor shall ensure that Contractor personnel employed on any Government site become familiar with and obey Activity regulations. Contractor personnel shall not enter restricted areas unless required to do so and until cleared for such entry. The Contractor shall request permission to interrupt any activity roads or utility services in writing a minimum of 15 calendar days prior to the date of interruption. Contractor personnel shall bear personal protective equipment in designated areas. All contractor equipment shall be conspicuously marked for identification. The contractor shall strictly adhere to Federal Occupational Safety and Health Agency (OSHA) Regulations, Environmental Protection Agency (EPA) Regulations, and all applicable state and local requirements.

#### **HG10S CONTRACTUAL AUTHORITY AND COMMUNICATIONS (JUN 2004)**

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

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

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

#### **HP10S OPTION TO EXTEND THE TERM OF THE TASK ORDER**

This task order is renewable at the prices stated in Section B of the Contractor's proposal, at the option of the Government. The Contracting Officer shall give written notice, to the Contractor, of Award Term I renewal within 730 days from effective date of task order award, within 1,095 days from effective date of task order award for Award Term II renewal, and within 1,460 days from effective date of task order award for Award Term III. Such a preliminary notice of intent to renew shall not be deemed to commit the Government to renewals. If the Government exercises these options for renewal, the task order as renewed shall be deemed to include this option provision however, the total duration of this task order, including the exercise of any options under this clause, shall not exceed 60 months.

#### **SUBSTITUTION OF PERSONNEL (SEP 1990) (NAVSEA 5252.237-9106)**

(a) The Contractor agrees that a partial basis for award of this task order is the list of key personnel proposed. Accordingly, the Contractor agrees to assign to this task order those key persons whose resumes were submitted with the proposal necessary to fulfill the requirements of the task order. No substitution shall be made without prior notification to and concurrence of the Contracting Officer in accordance with this requirement.

(b) All proposed substitutes shall have qualifications equal to or higher than the qualifications of

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the person to be replaced. The Contracting Officer shall be notified in writing of any proposed substitution at least forty five (45) days, or ninety (90) days if a security clearance is to be obtained, in advance of the proposed substitution. Such notification shall include:

- (1) an explanation of the circumstances necessitating the substitution;
- (2) a complete resume of the proposed substitute; and
- (3) any other information requested by the Contracting Officer to enable him/her to judge whether or not the Contractor is maintaining the same high quality of personnel that provided the partial basis for award.

### **WORK WEEK**

(a) All or a portion of the effort under this contract will be performed on a Government installation. The normal work week shall be Monday through Friday for all straight time worked. No deviation in the normal workweek will be permitted without express advance approval in writing by the designated Ordering Officer with coordination of the using departments. In the event that the contractor fails to observe such normal work week, any costs incurred by the Government resulting therefrom, shall be chargeable to the contractor. Work on Center shall be performed during the normal work hours at that location unless differing hours are specified on the individual delivery orders. For purposes of scheduling personnel, the contractor is hereby advised that the Government Installation will observe Federal Government holidays. The contractor is further advised that access to the Government installation may be restricted on these holidays:

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

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

(c) In the event the Contractor is prevented from performance as the result of an Executive Order or an administrative leave determination applying to the using activity, such time may be charged to leave or indirect charges in accordance with the company policy.

### **RE-OPENER LANGUAGE**

As a result of a pending revised Forward Pricing Labor Rate Agreement for Lockheed Martin Simulation Training and Support (LM STS) and Lockheed Martin Training Solutions Inc. (LM TSI), NSWC Crane Division and Lockheed Martin Integrated Systems, Inc. (LMIS) Bethesda Maryland recognize that the Forward Pricing Agreement rates effective 29 May 2006 are unreliable in determining a fair and reasonable price for this task order. Following the issuance of new Forward Pricing Rates or establishment of Forward Pricing Rate Agreement for LM STS and LM TSI, NSWC Crane Division and LMIS may renegotiate / re-price this task order therefore the pricing contained in Schedule B of this task order may be subject to a downward price adjustment based upon bilateral negotiations. In the event that the application of the revised rates result in a price equal to or greater than the negotiated value, the value shall not be adjusted for the purpose of this clause. The negotiated price, resulting from the negotiations, shall not exceed the initial task order price

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established upon the date of award. The negotiated price may only be adjusted downward and shall be completed within 6 months after award notification. Any cost vouchers that are submitted before the issuance of new Forward Pricing Rates or establishment of Forward Pricing Rate Agreement shall be adjusted to the revised rates based upon bilateral negotiations. The Divisional Administrative Contracting Officer will determine whether the contractor has submitted reliable Forward Pricing Rates which are adequate for audit and negotiations which will be the basis for the above agreements. Furthermore, nothing within this clause shall excuse the subject Contractor from proceeding with task order performance as scheduled.

#### Award Term Clause

In addition to the terms set forth elsewhere in the Task Order (TO), the contractor may earn an extension or reduction to the TO period from a minimum of 1 to a maximum of 5 years on the basis of performance during the evaluation periods. The contractor is evaluated during the first year of performance, but extensions or reductions start in the second year. The first evaluation period will be from date of award through six months following the date of award with subsequent evaluations being conducted every year thereafter. If the contractor scores 15 or more points in the first year of the basic ordering period (year 1), the contractor keeps both years 1 and 2. If contractor scores 25 or higher points in the second year of the basic ordering period (year 2), the contractor earns the first award-term year (year 3). If contractor earns 25 or higher points in the first award-term year (year 3), the contractor earns the second award-term (year 4), and if contractor earns 25 or higher points in the second award-term year (year 4), the contractor earns the third award-term (year 5). The TO period may also be reduced on the basis of the contractor's performance against the stated performance parameters. If contractor scores less than 15 points in the first year of the basic ordering period (year 1), the contractor will lose the second year of the basic ordering period (year 2).

Evaluation Period	Points Earned	Base Year (BY) and/or Award
		Term Year (ATY) Earned
Months 1 thru 6(6/22/07 - 12/21/07)	0 - 14	BY1 Only 06/22/2007 - 06/21/2008
	15 - 30	BY's 1 and 2 06/22/2007 - 06/21/2009
Months 7 thru 18(12/22/07 - 12/21/08)	0 - 24	BY's 1 and 2 Only 06/22/2007 - 06/21/2009
	25 - 30	BY's 1 & 2 and ATY 3 06/22/2007 - 06/21/2010
Months 19 thru 30(12/22/08 - 12/21/09)	0 - 24	BY's 1 & 2 and ATY 3 Only 06/22/2007 - 07/21/2010
	25 - 30	BY's 1 & 2 and ATY's 3 & 4 07/22/2007 - 06/21/2011

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<b>Months 31 thru 42(12/22/09 - 12/21/10)</b>	<b>0 - 24</b>	<b>BY's 1 &amp; 2 and ATY's 3 &amp; 4 Only</b>
		<b>06/22/2007 - 06/21/2011</b>
	<b>25 - 30</b>	<b>BY's 1 &amp; 2 and ATY's 3, 4 &amp; 5</b>
		<b>06/22/2007 - 06/21/2012</b>

Points are awarded during each year of the TO on the basis of how the contractor has performed against the predetermined criteria. The TO period is then extended or reduced to reflect this assessment. The time specified for period of evaluation will insure the Government has sufficient time to solicit and award a new task order should the contractor not earn an award term.

(a) **Award Term.** The award-term concept is an incentive that permits extension of the TO period beyond the base period of performance for superior performance or reduction of the TO period of performance because of poor performance.

(b) **Term Points.** Points are earned during each evaluation period on the basis of the contractor's performance. Contractor must earn 25 in any single basic ordering period award year or subsequently awarded award-term year for an additional one-year term extension. Contractor earning less than 15 points in the first year of the basic ordering period (year 1) will lose the second year of the basic ordering period (year 2.)

(c) **Monitoring of Performance.** The contractor's performance will be continually monitored by the performance monitors whose findings are reported to the Award-Term Review Board (ATRB). The ATRB recommends an award term to the Term Determining Official (TDO), who makes the final decision on the award-term amount on the basis of the contractor's performance during the award-term evaluation period.

(d) **Award-Term Plan.** The evaluation criteria, the associated points, and the associated award-term extensions or reductions are specified in the award-term plan.

(e) **Modification of Award-Term Plan.** Changes may be made to the award-term plan at any time during TO performance, provided that both parties agree to them. If agreement cannot be reached on changes, the initial award-term plan remains in effect.

(f) **Self-Evaluation.** The contractor will submit to the KO, within 5 working days after the end of each award term evaluation period, a brief written self-evaluation of its performance for that period. This self-evaluation shall be limited to 5 pages. It will be used in the ATRB's evaluation of the contractor's performance during this period.

(g) **Disputes.** Decisions regarding the award term, including—but not limited to—the amount of the award term, if any; the methodology used to calculate the award term; calculation of the award term; the supplier's entitlement to the award term; and the nature and success of the contractor's performance, are made by the TDO. These decisions are final and are not subject to dispute.

(h) **Award-Term Extension.** The TO period may be modified to reflect the TDO decision. The total TO ordering period, including extensions under this clause, will not exceed 5 years, or the time remaining on the contractor's SeaPort-e contract, including exercised award-terms. The award-term provision must be included in the solicitation and resulting TO. If at any time the contract period does not extend more than two years from the TDO decision, the operation of the award-term provision will cease and the ordering period will not extend beyond the term set at that time.

## **Award Term Plan**

### **1.0 INTRODUCTION.**

This is the basis for evaluating the contractor's performance and for presenting an assessment of that performance to the term-determining official (TDO). The evaluation for the number of term points to be awarded will begin at the

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start of the contract. Award-term contracting is effective when performance metrics are objective, a long-term business relationship is of value to the government and to the Contractor, and the expected outcomes are known up-front. The specific criteria and procedures used for assessing the contractor's performance and for determining the award term earned are described herein. All TDO decisions regarding the award-term points—including, but not limited to, the number of points, if any; the methodology used to calculate the points; the calculation of the points; the contractor's entitlement to the points; and the nature and success of the contractor's performance—are final and not subject to dispute. The award term will be provided to the supplier through unilateral contract modifications based upon points earned as determined by the TDO.

## 2.0 ORGANIZATION.

The award-term organization includes the TDO and an Award-Term Review Board (ATRB) consisting of a chairperson, the contracting officer, a recorder, other functional area participants, advisory members, and the performance monitors.

## 3.0 RESPONSIBILITIES.

a. **Term-Determining Official.** The TDO approves the award-term plan and any significant changes to it. The TDO reviews the recommendations of the ATRB, considers all pertinent data, and determines the earned award-term points for each evaluation period. The TDO appoints the ATRB chairperson.

b. **Award-Term Review Board Chairperson.** The ATRB chairperson chairs the meetings of the ATRB and appoints the non-mandatory members of the board and the performance monitors. The ATRB chairperson briefs the TDO on recommended earned term amounts and the contractor's overall performance and recommends award-term plan changes to the TDO.

c. **Award-Term Review Board.** ATRB members review performance monitors' evaluation of the contractor's performance, consider all information from pertinent sources, prepare interim performance reports, and arrive at the earned award-term points recommendation to be presented to the TDO. The ATRB will also recommend changes to this plan. An initial assessment of the contractor's performance will be done after the first six months. Subsequent evaluations will be conducted every year thereafter.

d. **ATRB Recorder.** The ATRB recorder is responsible for coordinating the administrative actions required by the performance monitors, the ATRB, and the TDO.

e. **Contracting Officer (KO).** The KO is the liaison between contractor and government personnel. Subsequent to the TDO decision, the KO evaluates the award-term points available and modifies the contract period of performance, if necessary, to reflect the decision.

f. **Performance Monitors.** Performance monitors maintain written records of the contractor's performance in their assigned evaluation areas so that a fair and accurate evaluation is obtained. Monitors prepare interim and end-of-period evaluation reports as directed by the ATRB.

## 4.0 AWARD TERM PROCESSES

a. **Available Award-Term Points.** The earned award-term points will be based on the contractor's performance during each evaluation period. Contractor must earn adequate positive points (e.g., +25 each year) for a one-year term extension, while contractor's failing to accumulate minimum positive points in the first year of the basic ordering period (e.g., +15) results in a one-year reduction in the basic ordering period.

b. **Evaluation Criteria.** If the KO does not give specific notice in writing to the contractor of any change to the evaluation criteria prior to the start of a new evaluation period, then the same criteria listed for the preceding period will be used in the following award-term evaluation period. Modifications to the plan shall take effect in the next evaluation period.

c. **Interim Evaluation Process.** Interim evaluations will be conducted at least every six months. At the discretion of the TDO, interim evaluations may take place more frequently (e.g., at major milestones). The ATRB recorder notifies ATRB members and performance monitors 14 calendar days before the midpoint of the evaluation period.



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Performance monitors submit their evaluation reports to the ATRB 21 calendar days after this notification. The ATRB determines the interim evaluation results and notifies the contractor of the strengths and weaknesses for the current evaluation period. The KO may also issue letters at any other time when it is deemed necessary to highlight areas of government concern.

**d. End-of-Period Evaluations.** The ATRB recorder notifies ATRB members and performance monitors 14 calendar days before the end of the evaluation period. The contractor presents its self-assessment to the KO within five working days after the end of the evaluation period. This written assessment of the contractor's performance throughout the evaluation period may also contain any information that could be reasonably expected to assist the ATRB in evaluating its performance. The self-assessment may not exceed 5 pages. Performance monitors submit their evaluation reports to the ATRB 14 calendar days after the end of the evaluation period. The ATRB forwards copies to the contractor. The performance monitors provide oral presentations to the ATRB 21 days after the end of evaluation period. The contractor is then given an opportunity to address the performance monitor evaluations. The ATRB prepares its evaluation report and recommendation regarding earned or unearned award-term points. The ATRB briefs the evaluation report, and recommendation to the TDO within 30 calendar days after the end of the evaluation period. The TDO determines the overall award-term points for the evaluation period within 45 calendar days after each evaluation period. The TDO letter informs the contractor of the earned award-term points for the evaluation period. Upon the contractor's earning of sufficient award term-points, the KO issues a contract modification within 15 calendar days after the TDO's decision is made authorizing an award extension or reduction based on the earned or unearned award-term points.

## **5.0 AWARD-TERM PLAN CHANGE PROCEDURE**

Proposed changes to the award-term plan will be bilateral. If either party desires a change to the award-term plan and a mutual agreement cannot be reached, the original award-term plan will remain in effect.

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## SECTION I CONTRACT CLAUSES

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

### 52.222-41 Service Contract Act (1965)

The following DFARS clause is hereby incorporated in full text in Section I, as follows:

#### **52.222-7999 Additional Requirements and Responsibilities Restricting the Use of Mandatory Arbitration Agreements**

##### **(DEVIATION)**

Use the following clause in all contracts in excess of \$1 million utilizing funds appropriated by the Fiscal Year 2010 Defense Appropriations Act (Pub. L. 111-118), except in contracts for the acquisition of commercial items and commercially available off-the-shelf items.

#### **ADDITIONAL REQUIREMENTS AND RESPONSIBILITIES RESTRICTING THE USE OF MANDATORY ARBITRATION AGREEMENTS (DEVIATION) (FEB 2010)**

(a) *Definitions.*

“Covered subcontract,” as used in this clause, means any subcontract, except a subcontract for the acquisition of commercial items or commercially available off-the-shelf items, that is in excess of \$1 million and uses Fiscal Year 2010 funds.

(b) The Contractor-

(1) Agrees not to-

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

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

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

(c) The prohibitions of this clause do not apply with respect to a Contractor's or subcontractor's agreements with employees or independent contractors that may not be enforced in a court of the <st1:ST1:COUNTRY-REGION w:st="on">United States</st1:ST1:COUNTRY-REGION>.

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

(End of clause)

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## SECTION J LIST OF ATTACHMENTS

Document/Exhibit/Other Attachments Title	Date	Pages
Attachment 1 – DOL SCA WD 05-2183 Rev 06	06/03/2008	12
Attachment 2, Rev 1 - Post Award DD Form 254	08/22/2007	3
Attachment 3 – CDRLs	01/21/2007	30
<b>Exhibit 1, Revision 1 – Customer Satisfaction Survey for N00178-04-D-4079/FC01</b>	12/14/2009	2
Attachment 5 – Statement of Work (SOW), Rev2	03/17/2009	22
Exhibit 2 (Exhibit2_Funding_Notification_Letter_Example.pdf)	06/16/2009	1
Exhibit 3 (Exhibit3_Funding_Notification_CDRL_B011.pdf)	05/01/2009	1