

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE U	PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. P00021	3. EFFECTIVE DATE 19-Dec-2019	4. REQUISITION/PURCHASE REQ. NO. 1300828659		5. PROJECT NO. (If applicable) N/A	
6. ISSUED BY NSWC IHEODTD 4081 North Jackson Road Indian Head MD 20640-5116	CODE N00174	7. ADMINISTERED BY (If other than Item 6) DCMA Manassas 14501 George Carter Way, 2nd Floor Chantilly VA 20151		CODE	S2404A SCD: C

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) CACI TECHNOLOGIES INC. 14370 Newbrook Drive Chantilly VA 20151-2218		9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
		10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-04-D-4026 / N0017418F3006
		10B. DATED (SEE ITEM 13) 20-Jul-2018
CAGE CODE 8D014	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.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input checked="" type="checkbox"/>	D. OTHER (Specify type of modification and authority) 52.232-22 Limitation of Funds

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

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

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

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## GENERAL INFORMATION

The purpose of this modification is to incrementally fund CLIN 7100 Line Item# 00001 in the amount of \$600,000. See page 2 for additional details. A conformed copy of this Task Order is attached to this modification for informational purposes only.

1. The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby increased from \$26,125,274.80 by \$600,000.00 to \$26,725,274.80.

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
710044	O&MN,N			

2. Section G, Accounting Information, has been updated accordingly.
3. Section H, Allotment of Funds, has been updated accordingly.
4. All else remains unchanged.
5. For any questions or concerns, please contact the contract specialist,

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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
7000	R425	Base Year Labor (O&MN,N)		LH			\$12,231,551.66
700012	R425	PR 1300726936; 2410a authority is invoked (O&MN,N)					
700013	R425	PR 1300730399; JSCOP 5.4 Task 4; 2410a authority is invoked (O&MN,N)					
700014	R425	PR 1300727081; PEDE Support Task 1; 2410a authority is invoked (O&MN,N)					
700015	R425	PR 1300727081; SEA04X Workforce Mgmt CoP; Task 1; 2410a authority is invoked (O&MN,N)					
700016	R425	PR 1300727081; 04X3 Lean Innovation Support; Task 2; 2410a authority invoked (O&MN,N)					
700017	R425	PR 1300727081; IPTD's for the NSY's; Task 3; 2410a authority invoked (O&MN,N)					
700018	R425	PR 1300727081; PM Fundamentals; Task 3; 2410a authority invoked (O&MN,N)					
700019	R425	PR 1300727081; Submarine team 1 (ST1)Support (04X1); Task 4; 2410a authority invoked (O&MN,N)					
700020	R425	PR 1300727081;CT1 Project Team Dev. Support; Task 4; 2410a authority invoked (O&MN,N)					
700021	R425	PR 1300727081; CT1 CVN inactivation program support; Task 4; 2410a authority invoked					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
		(O&MN,N)					
700022	R425	PR 1300727081; CT1 IPT4ACM Knowledge MGMT; Task 4; 2410a authority invoked (O&MN,N)					
700023	R425	PR 1300727081; ED Guiding Coalition Support; Task 4; 2410a authority invoked (O&MN,N)					
700024	R425	PR 1300727081; SEA-04X2 NSY Trng&DEV Support; Task 4; 2410a authority invoked (O&MN,N)					
700025	R425	PR 1300731341; NNSY Deckplate coaching; 5.5 Task 5; 2410a authority is invoked (O&MN,N)					
700026	R425	PR 1300734500; Deckplate IA Support (NNSY); 5.2 Task 2; 2410a authority is invoked (O&MN,N)					
700027	R425	PR 1300737167; PHNSY Deckplate Coaching; Task 5; 2410a authority invoked (O&MN,N)					
700028	R425	PR 1300738980; PSNSY Deckplate Coaching; Task 5; 2410a authority invoked (O&MN,N)					
700029	R425	PR 1300739802; CT1 IPT4ACM Knowledge Management (USFFC); Task 4; 21410 a authority invoked (O&MN,N)					
700030	R425	PR 1300739802; CT1 Project Team Dev; Task 4; 2410a authority invoked (O&MN,N)					
700031	R425	PR 1300739501; PEDE Program Support; Task 1; 2410a authority invoked (O&MN,N)					
700032	R425	PR 1300739501; SEA 04X Workforce MGMT CoP; Task 1; 2410a					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
		authority invoked (O&MN,N)					
700033	R425	PR 1300739501; 04X3 Lean Innovation Support; Task 2; 2410a authority invoked (O&MN,N)					
700034	R425	PR 1300739501; IPTD's for the NSY's; Task 3; 2410a authority invoked (O&MN,N)					
700035	R425	PR 1300739501; PM fundamentals; Task 3; 2410a authority invoked (O&MN,N)					
700036	R425	PR 1300739501; Submarine Team One Support; Task 4; 2410a authority invoked (O&MN,N)					
700037	R425	PR 1300739501; CT1 Project Team Dev Support; Task 4; 2410a authority invoked (O&MN,N)					
700038	R425	PR 1300739501; CT1 CVN Inactivation Support; Task 4; 2410a authority invoked (O&MN,N)					
700039	R425	PR 1300739501; CT1 IPT4ACM Knowledge MGMT;Task 4; 2410a authority invoked (O&MN,N)					
700040	R425	PR 1300739501; ED Guiding Coalition Support; Task 4; 2410a authority invoked (O&MN,N)					
700041	R425	PR 1300739501; PSEA 04X2 NSY Trng and Dev Support; Task 4; 2410a authority invoked (O&MN,N)					
700042	R425	PR 1300741415; CVN 74 RCOH; 2410a authority invoked (O&MN,N)					
700043	R425	PR 1300742383; JSCOP Facilitation and Admin support; Task 4; 2410a authority invoked (O&MN,N)					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
700044	R425	PR 1300739501; IPTD's for the NSY's; Task 3; 2410a authority invoked (O&MN,N)					
700045	R425	PR 1300739501; PM fundamentals; Task 3; 2410a authority invoked (O&MN,N)					
700046	R425	PR 1300739501; CT1 Project Team Dev Support; Task 4; 2410a authority invoked (O&MN,N)					
700047	R425	PR 1300739501; CT1 IPT4ACM Knowledge MGMT;Task 4; 2410a authority invoked (O&MN,N)					
700048	R425	PR 1300739501; ED Guiding Coalition Support; Task 4; 2410a authority invoked (O&MN,N)					
700049	R425	PR 1300756343; PSNSY Deckplate Coaching; Task 5; 2410a authority invoked (O&MN,N)					
700050	R425	PR 1300757383; PEDE Program Support; Task 1 (O&MN,N)					
700051	R425	PR 1300757383; SEA04X2 NSY TRN and DEV Support; Task 4 (O&MN,N)					
700052	R425	PR 1300757383; ED Guiding coalition; Task 4 (O&MN,N)					
700053	R425	PR 1300757383; PM Fundamentals; Task 3 (O&MN,N)					
700054	R425	PR 1300757383; CT1 IPT4ACM KNLDG MGT; Task 4 (O&MN,N)					
700055	R425	PR 1300761395; NNSY Deckplate Coaching; Task 5 (O&MN,N)					
700056	R425	PR 1300761914; NNSY CPPI/IE Support; Task 2 (O&MN,N)					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
700057	R425	PR 1300761395; NNSY Deckplate Coaching; Task 2 (O&MN,N)					
700058	R425	PR 1300763572; CT1 IPT4ACM Knowledge Management (USFFC) (O&MN,N)					
700059	R425	PR 1300763572; CT1 Project Team Development (USFFC) (O&MN,N)					
700060	R425	PR 1300781442; Inside Out Coaching (O&MN,N)					
700061	R425	PR 1300757383; 04C Support (O&MN,N)					
700062	R425	PR 1300757383; Sub Team One support; Task 4 (O&MN,N)					
700063	R425	PR 1300761395; NNSY 300N Business Systems Analyst support; 2410a authority invoked (O&MN,N)					
7001	R425	Base Year Surge Labor (Fund Type - TBD)		LH			\$0.00
7100	R425	Option Year 1 Labor (Fund Type - TBD)		LH			\$15,744,919.33
710001	R425	PEDE Program Support; Paragraph 5 Task 1; 2410a authority invoked (O&MN,N)					
710002	R425	WFMCOF; Paragraph 5 Task 1; 2410a Authority invoked (O&MN,N)					
710003	R425	04X3 Lean; Paragraph5 Task 2; 2410a Authority invoked (O&MN,N)					
710004	R425	IPTD; Paragraph 5 Task 3; 2410a Authority invoked (O&MN,N)					
710005	R425	PM Fundamentals; Paragraph 5 Task 3; 2410a Authority invoked (O&MN,N)					
710006	R425	04X1 Sub Team 1; Paragraph 5 Task 4; 2410a Authority invoked (O&MN,N)					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
710007	R425	04X1 CT1 Project Team Development; Paragraph 5 Task4; 2410a Authority invoked (O&MN,N)					
710008	R425	04X1 IPT4ACM Knowledge MGMT; Paragraph 5 Task 4; 2410a Authority invoked (O&MN,N)					
710009	R425	EDO Guiding Coalition; Paragraph 5 Task 4; 2410a Authority invoked (O&MN,N)					
710010	R425	SEA04X2 NSY Training; Paragraph 5 Task 4; 2410a Authority invoked (O&MN,N)					
710011	R425	SEA 04C BPR Support; Paragraph 5 Task 2; 2410a Authority invoked (O&MN,N)					
710012	R425	CT1 Project Team Development (USFFC); 2410a Authority invoked (O&MN,N)					
710013	R425	SRF Yokosuka Support; 2410a Authority invoked (O&MN,N)					
710014	R425	NNSY CPPI/IE Support; 2410a Authority invoked (O&MN,N)					
710015	R425	NNSY Deckplate Coach; 2410a Authority invoked (O&MN,N)					
710016	R425	NNSY Deckplate Analyst 300N; 2410a Authority invoked (O&MN,N)					
710017	R425	PHNSY Deckplate Coach; 2410a Authority invoked (O&MN,N)					
710018	R425	PSNS Deckplate Coach; 2410a Authority invoked (O&MN,N)					
710020	R425	IPTD Tasking FDRMC; 2410a Authority invoked (O&MN,N)					
710021	R425	IPTD Tasking; 2410a Authority invoked (O&MN,N)					



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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
710022	R425	IPTD Tasking labor PN; 2410a Authority invoked (O&MN,N)					
710023	R425	IPTD Tasking Labor PN; 2410a Authority invoked (O&MN,N)					
710024	R425	NNSY Deckplate Analyst C300 (O&MN,N)					
710025	R425	IPTD Tasking Labor; Paragraph 5, Task 3; 2410a Authority Invoked (O&MN,N)					
710026	R425	IPTD Labor; Paragraph 5, Task 3; 2410a Authority Invoked (O&MN,N)					
710027	R425	04X1 IPT4ACM Knowledge Management Labor; Paragraph 5, Task 4; 2410 Authority Invoked (O&MN,N)					
710028	R425	NNSY Deckplate Analyst C300 Labor; Paragraph 5, Task 2; 2410a Authority Invoked (O&MN,N)					
710029	R425	EDO Guiding Coalition Labor (O&MN,N)					
710030	R425	PR# 1300809260; CVN 74RCOH IPTD; 2410a Authority Invoked (O&MN,N)					
710032	R425	PR# 1300756343; Coaching ODC; 2410a Authority Invoked (O&MN,N)					
710033	R425	PR# 1300756343; Coaching LBR; 2410a Authority Invoked (O&MN,N)					
710034	R425	PR# 1300781442; From SLIN 700060; 2410a Authority Invoked (O&MN,N)					
710035	R425	PR# 1300761395; Moved from 700055; 2410a Authority Invoked (O&MN,N)					
710036	R425	04X NNSY Deckplate Coach; 2410a Authority Invoked (O&MN,N)					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
710037	R425	NNSY CPPI/IE Support Labor; 2410a Authority Invoked (O&MN,N)					
710038	R425	PR# 1300761395; From SLIN 700057; 2410a Authority Invoked (O&MN,N)					
710039	R425	PR# 1300761395; From SLIN 700063; 2410a Authority Invoked (O&MN,N)					
710040	R425	NNSY CPPI/IE Support Labor; From SLIN 700056; 2410a Authority Invoked (O&MN,N)					
710041	R425	PR# 1300757383; From SLIN 700053; 2410a Authority Invoked (O&MN,N)					
710042	R425	PR# 1300757383; From SLIN 700061; 2410a Authority Invoked (O&MN,N)					
710043	R425	PR# 1300757383; From SLIN 700062; 2410a Authority Invoked (O&MN,N)					
710044	R425	PR# 1300828659; PSNSY Deckplate Coaching (O&MN,N)					
7101	R425	Option Year 1 Surge Labor (Fund Type - TBD)					\$457,982.26
7200	R425	Option Year 2 Labor (Fund Type - TBD)  Option					\$16,078,527.45
7201	R425	Option Year 2 Surge Labor (Fund Type - TBD)  Option					\$1,465,900.64
7300	R425	Option Year 3 Labor (Fund Type - TBD)  Option					\$16,411,082.97
7301	R425	Option Year 3 Surge Labor (Fund Type - TBD)  Option					\$1,497,857.28

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7400	R425	Option Year 4 Labor (Fund Type - TBD)		LH			\$10,933,461.38
		Option					
7401	R425	Option Year 4 Surge Labor (Fund Type - TBD)		LH			\$1,005,944.35
		Option					

For Cost Type / NSP Items

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7999	Not	Separately Priced for data that is valid all five years of the contract. See Contract Data Requirements Lists (CDRLS) A001-A007.		LO			

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
9000	R425	Base Year ODCs NTE \$2,034,585 (O&MN,N)					
900012	R425	PR 1300726936; 2410a authority is invoked (O&MN,N)					
900013	R425	PR 1300370399; JSCOP 5.4 task 4; 2410a authority is invoked (O&MN,N)					
900014	R425	PR 1300727081; PEDE Program Support; Task 1; 2410a authority invoked (O&MN,N)					
900015	R425	PR 1300727081; SEA 04X Workforce Mgmt CoP; Task 1; 2410a authority invoked (O&MN,N)					
900016	R425	PR 1300727081; 04X3 Lean Innovation Support; Task 2; 2410a authority invoked (O&MN,N)					
900017	R425	PR 1300727081; IPTD's for the NSY's; Task 3; 2410a authority invoked (O&MN,N)					
900018	R425	PR 1300727081; PM Fundamentals; Task 3; 2410a authority invoked (O&MN,N)					
900019	R425	PR 1300727081; Submarine Team One Support; Task 4; 2410a authority is invoked (O&MN,N)					
900020	R425	PR 1300727081; CT1 Project Team Support; Task 4; 2410a authority invoked (O&MN,N)					
900021	R425	PR 1300727081; CT1 CVN Inactivation Program Support; Task 4; 2410a authority is invoked (O&MN,N)					
900022	R425	PR 1300727081; CT1 IPT4ACM Knowledge Mgmt; Task 4; 2410a authority is invoked (O&MN,N)					
900023	R425	PR 1300727081; ED Guiding Coalition Support; Task 4; 2410a authority invoked (O&MN,N)					

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Item	PSC	Supplies/Services	Qty	Unit	Est.	Cost
900024	R425	PR 1300727081; SEA 04X2 NSY Trng&Dev Support; Task 4; 2410a authority invoked (O&MN,N)				
900025	R425	PR 1300731341; NNSY Deckplate Coaching; 5.5 task 5; 2410a authority is invoked (O&MN,N)				
900026	R425	PR 1300737167; PHNSY Deckplate Coaching; Task 5; 2410a authority invoked (O&MN,N)				
900027	R425	PR 1300737167; PSNSY Deckplate Coaching; Task 5; 2410a authority invoked (O&MN,N)				
900028	R425	PR 1300739802; CT1 IPT4ACM; Task 4; 2410a authority invoked (O&MN,N)				
900029	R425	PR 1300739802; CT1 Project Team Development; Task 4; 2410a authority is invoked (O&MN,N)				
900030	R425	PR 1300739501; PEDE Program Support; Task 1; 2410a authority invoked (O&MN,N)				
900031	R425	PR 1300739501; SEA 04X Workforce Mgmt CoP; Task 1; 2410a authority invoked (O&MN,N)				
900032	R425	PR 1300739501; 04X3 Lean Innovation Support; Task 2; 2410a authority invoked (O&MN,N)				
900033	R425	PR 1300739501; IPTD's for the NSY's; Task 3; 2410a authority invoked (O&MN,N)				
900034	R425	PR 1300739501; PM Fundamentals; Task 3; 2410a authority invoked (O&MN,N)				
900035	R425	PR 1300739501; Submarine Team One Support; Task 4; 2410a authority is invoked (O&MN,N)				
900036	R425	PR 1300739501; CT1 Project Team Support; Task 4; 2410a authority invoked (O&MN,N)				
900037	R425	PR 1300739501; CT1 CVN Inactivation Program Support; Task 4; 2410a authority is invoked (O&MN,N)				
900038	R425	PR 1300739501; CT1 IPT4ACM Knowledge Mgmt; Task 4; 2410a authority is invoked (O&MN,N)				
900039	R425	PR 1300739501; ED Guiding Coalition Support; Task 4; 2410a authority invoked (O&MN,N)				
900040	R425	PR 1300727081; SEA 04X2 NSY Trng&Dev Support; Task 4; 2410a authority invoked (O&MN,N)				
900041	R425	PR 1300741415; CVN 74 RCOH; 2410a authority invoked (O&MN,N)				
900042	R425	PR 1300742383; JSCOP Facilitation and Admin Support; Task 4; 2410a authority invoked (O&MN,N)				
900043	R425	PR 1300739501; IPTD's for the NSY's; Task 3; 2410a authority invoked (O&MN,N)				
900044	R425	PR 1300739501; PM Fundamentals; Task 3; 2410a authority invoked (O&MN,N)				
900045	R425	PR 1300739501; CT1 Project Team Support; Task 4; 2410a authority invoked (O&MN,N)				

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Item	PSC	Supplies/Services	Qty	Unit	Est.	Cost
900046	R425	PR 1300739501; CT1 IPT4ACM Knowledge Mgmt; Task 4; 2410a authority is invoked (O&MN,N)				
900047	R425	PR 1300739501; ED Guiding Coalition Support; Task 4; 2410a authority invoked (O&MN,N)				
900048	R425	PR 1300756343; PSNSY Deckplate Coaching; Task 5; 2410a authority invoked (O&MN,N)				
900049	R425	PR 1300757383; SEA04X2 NSY TRN and DEV Support; Task 4 (O&MN,N)				
900050	R425	PR 1300757383; ED Guiding Coalition; Task 4 (O&MN,N)				
900051	R425	PR 1300757383; IPTD; Task 3 (O&MN,N)				
900052	R425	PR 1300763572; CT1 IPT4ACM Knowledge Management (O&MN,N)				
900053	R425	PR 1300763572; CT1 Project Team Development (O&MN,N)				
900054	R425	PR 1300781442; Inside Out coaching (O&MN,N)				
900055	R425	PR 1300757383; 04C support; Task 2 (O&MN,N)				
900056	R425	PR 1300757383; Sub Team One; Task 4 (O&MN,N)				
9100	R425	Option Year 1 ODCs NTE \$2,814,607 (Fund Type - TBD)				
910001	R425	PEDE Program Support; Paragraph 5 Task 1; 2410A Authority invoked (O&MN,N)				
910002	R425	WFMCOP; Paragraph 5 Task 1; 2410A Authority invoked (O&MN,N)				
910003	R425	04X3 Lean; Paragraph 5 Task 2; 2410A Authority invoked (O&MN,N)				
910004	R425	IPTD; Paragraph 5 Task 3; 2410A Authority invoked (O&MN,N)				
910005	R425	PM Fundamentals; Paragraph 5 Task 3; 2410A Authority invoked (O&MN,N)				
910006	R425	04X1 Sub Team 1; Paragraph 5 Task 4; 2410A Authority invoked (O&MN,N)				
910007	R425	04X1 CT1 Project Team Development; Paragraph 5 Task 4; 2410A Authority invoked (O&MN,N)				
910008	R425	04X1 IPT4ACM Knowledge MGMT; Paragraph 5 Task 4; 2410A Authority invoked (O&MN,N)				
910009	R425	EDO Guiding Coalition; Paragraph 5 Task 4; 2410A Authority invoked (O&MN,N)				
910010	R425	SEA 04X2 NSY Training and Development; Paragraph 5 Task 4; 2410A Authority invoked (O&MN,N)				
910011	R425	SEA 04C BPR; Paragraph 5 Task 2; 2410A Authority invoked (O&MN,N)				
910012	R425	CT1 Project Team Development (USFFC); 2410A Authority invoked (O&MN,N)				
910013	R425	SRF Yokosuka Support; 2410A Authority invoked (O&MN,N)				
910014	R425	NNSY Deckplate Coach; 2410A Authority invoked (O&MN,N)				
910015	R425	PSNS Deckplate Coach; 2410A Authority invoked (O&MN,N)				

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Item	PSC	Supplies/Services	Qty	Unit	Est.	Cost
910016	R425	ODC PEDE Program Support; Paragraph 5, Task 1; 2410a Authority Invoked (O&MN,N)				
910017	R425	ODC WFM COP; Paragraph 5, Task 1- Program Support; 2410a Authority Invoked (O&MN,N)				
910018	R425	ODC IPTD; Paragraph 5, Task 3; 2410a Authority Invoked (O&MN,N)				
910019	R425	ODC 04X1 Sub Team 1; Paragraph 5, Task 4; 2410a Authority Invoked (O&MN,N)				
910020	R425	ODC 04X1 IPT4ACM Knowledge MGT Labor; Paragraph 5, Task 4; 2410a Authority Invoked (O&MN,N)				
910021	R425	PHNSY Deckplate Coach ODC; Paragraph 5, Task 5; 2410a Authority Invoked (O&MN,N)				
910022	R425	PR# 1300809260; FY19 CVN 74 IPTD ODC (O&MN,N)				
910023	R425	PR# 1300756343; Coaching ODC; 2410a Authority Invoked (O&MN,N)				
910024	R425	PR# 1300756343; Coaching ODC: 2410a Authority Invoked (O&MN,N)				
910025	R425	PR# 1300781442; From SLIN 900054; 2410a Authority Invoked (O&MN,N)				
910026	R425	PR# 1300757383; From SLIN 900052; 2410a Authority Invoked (O&MN,N)				
910027	R425	PR# 1300757383; From SLIN 900055; 2410a Authority Invoked (O&MN,N)				
910028	R425	PR# 1300757383; From SLIN 900056; 2410a Authority Invoked (O&MN,N)				
9200	R425	Option Year 2 ODCs NTE \$2,870,766 (Fund Type - TBD) Option				
9300	R425	Option Year 3 ODCs NTE \$2,928,034 (Fund Type - TBD) Option				
9400	R425	Option Year 4 ODCS NTE \$2,201,842 (Fund Type - TBD) Option				

**FEE IS NOT ALLOWED ON ODCS. THE ODCS ARE NOT TO EXCEED AMOUNTS THAT ARE INCLUSIVE OF ANY ASSOCIATED INDIRECT RATES.**

**HQ B 2-0004 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 party 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

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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 party associated with collecting such small dollar amounts could exceed the amount to be recovered.

#### **HQ B-2-0007 - LIMITATION OF COST OR LIMITATION OF FUNDS LANGUAGE**

The clause entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF FUNDS" (FAR 52.232-22), as appropriate, shall apply separately and independently to each separately identified estimated cost.

#### **HQ B-2-0015 PAYMENT OF FEES(S) (LEVEL OF EFFORT – ALTERNATE I) (NAVSEA) (MAY 2010)**

(a) For purposes of this contract, "fee" means "target fee" in cost-plus-incentive-fee type contracts, "base fee" in cost-plus-award-fee type contracts, or "fixed fee" in cost-plus-fixed-fee type contracts for level of effort type contracts.

(b) The Government shall make payments to the Contractor, subject to and in accordance with the clause in this contract entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE", (FAR 52.216-10), as applicable. Such payments shall be submitted by and payable to the Contractor pursuant to the clause of this contract entitled "ALLOWABLE COST AND PAYMENT" (FAR 52.216-7), subject to the withholding terms and conditions of the "FIXED FEE" or "INCENTIVE FEE" clause, as applicable, and shall be paid at the hourly rate(s) specified above per man-hour performed and invoiced. Total fee(s) paid to the Contractor shall not exceed the fee amount(s) set forth in this contract. In no event shall the Government be required to pay the Contractor any amount in excess of the funds obligated under this contract.

#### **HQ B-2-0020 TRAVEL COSTS - ALTERNATE I (NAVSEA) (DEC 2005)**

(a) Except as otherwise provided herein, the Contractor shall be reimbursed for its reasonable actual travel costs in accordance with FAR 31.205-46. The costs to be reimbursed shall be those costs accepted by the cognizant DCAA.

(b) Reimbursable travel costs include only that travel performed from the Contractor's facility to the worksite, in and around the worksite, and from the worksite to the Contractor's facility.

(c) Relocation costs and travel costs incident to relocation are allowable to the extent provided in FAR 31.205-35; however, Contracting Officer approval shall be required prior to incurring relocation expenses and travel costs incident to relocation.

(d) The Contractor shall not be reimbursed for the following daily local travel costs:

(i) travel at U.S. Military Installations where Government transportation is available,

(ii) travel performed for personal convenience/errands, including commuting to and from work, and

(iii) travel costs incurred in the replacement of personnel when such replacement is accomplished for the Contractor's or employee's convenience.

#### **HQ B-2-0021 CONTRACT TYPE SUMMARY FOR PAYMENT OFFICE (COST TYPE) (FEB 1997)**

This entire contract is Cost-Plus-Fixed-fee, Level of Effort type, with the exception of the ODC CLINS. ODCs will be awarded as a Not-To-Exceed (NTE) Cost Only under this task order.

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## SECTION C DESCRIPTIONS AND SPECIFICATIONS

### STATEMENT OF WORK

#### SEA04X Scientific, Engineering and Deck-Plate Effectiveness (PEDE) Support for Naval Sea Systems Command (NAVSEA), Naval Industrial Base

##### 1. Project Execution and Deck-plate Effectiveness (PEDE) Support for Naval Ships Maintenance

Scientific, Engineering, Technical, and Analytical (SETA) support for: Naval Sea Systems Command (NAVSEA), Naval Shipyards and Naval Industrial Base efforts related to workforce/workload management, logistic services, business operations, and total force initiatives in support of Naval Shipyard Corporate Project Execution and Deck Plate Effectiveness. The objectives of this Statement of Work (SOW) are to provide the technical scope and associated tasks for support of NAVSEA's LEAN Process/Performance Improvement initiatives, Project Management National Value Stream directive, broader NAVSEA 04X Project Management and Industrial Operations support, Coaching and Mentoring for Deck-plate Project Team Performance, Environmental, Safety and Health program support, and miscellaneous support to SEA 04X regarding industrial operations and management.

##### 2. Background

The Industrial Operations Management Office (SEA 04X) provides management direction to the Naval Shipyards (NSYs) and Regional Maintenance Centers (RMCs), and serves as the Headquarters for Depot Level Maintenance. This role includes the full range of management, financial, business, and technical functions, as well as oversight of programs and projects for the NSYs and RMCs. Specifically, NAVSEA 04X formulates, recommends, and implements policies and programs to ensure technical quality, continuity of purpose, cohesiveness, cost effectiveness and conformance to Fleet and Command requirements. This includes controlling workload assignments and approving distribution of assigned manpower resources, directing field manpower development and management programs, and improving and maintaining total force field management systems and programs. SEA 04X evaluates activity performance and exercises management control of Regional Maintenance associated with the NSYs. SEA 04X also develops industrial factors and ship work statistics related to the U.S. Shipbuilding industry and justifies all ship overhaul and modernization execution matters to Congress.

The achievement of the NAVSEA's vision and mission depends on developing an agile, flexible, and responsive naval shipyard workforce focused on being a proficiency-based learning organization with a solid foundation of shipyard managerial expertise, innovative technical, business and interpersonal approaches.

Process/Performance Improvement requires expert and objective management support services to assist in execution of the goals and facilitation of the business transformation. NAVSEA's goal is to leverage additional Lean based Performance improvement support to improve work flow, throughput and cycle times; resulting in quality products and services to its customers in the most efficient and effective manner.

Project Management Training (PMT) Program includes all Integrated Project Team Development (IPTD) sessions conducted to support availabilities in which a Naval Shipyard is the Lead Maintenance Activity or the Naval Supervising Authority. It also includes project management competency process, system, and professional development learning solutions necessary to increase industrial operations and waterfront project management competency and improve team and individual performance. The principle focus of this Program is to increase the competency of the Naval Maintenance Community work force assigned to positions with roles and responsibilities critical to availability planning and waterfront project team execution success. Project team personnel continuously rotate and assume new positions throughout their careers. Through PMT they will receive ongoing technical, professional and team training on the intricacies of managing large scale industrial complex projects that focus on both planned and emergent nuclear and non-nuclear ship repair availabilities. In alignment with the Naval Shipyard Training and Education Program (NSTEP) Development Pyramid, the PMT Program will include three



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primary program areas: 1) Project Management Systems and Process Training; 2) Project Management Professional Training; and 3) Integrated Project Team Development Training (IPTD -- for Aircraft Carriers, Submarines and Surface Ships). Each of these program areas are designed to achieve both corporate competency alignment at a high level with the waterfront execution program area of responsibility and platform specific community alignment as outlined by: a NAVSEA and Naval Shipyard appointed Management Board; the corresponding "Team 1" organization Executive Steering Committee; and the Fleet customer and ship's force "user" communities.

Broader naval ship maintenance community workforce and team development includes IPTD sessions and similar workforce development efforts for Naval Ship Maintenance Community organizations outside of the Naval Shipyards, such as: Carrier Teams, Submarine Teams, Ship Repair Facilities (SRF); the Supervisors of Ship Building; Fleet Regional Maintenance Centers (RMC); and the Supervisors of Ship Building in support of the two private nuclear shipyards (NGNN/GDEB). To support NAVSEA and Fleet Corporate Strategies and improve Regionalized Naval Ship Maintenance across the Naval Ship Maintenance community, the contractor may be required to provide up to 16 additional professional development efforts annually similar to the Integrated Project Team Development Program (IPTD). The goal of these professional development efforts is to facilitate alignment with strategic goals, and support platform community alignment as outlined by "Team 1" Submarine and Aircraft Carrier Executive Steering Committees, Fleet sponsors and ships force "user" communities.

Mentoring and coaching is a method to grow and manage our talent pool by assuring the civilian workforce and military personnel have access to subject-matter expertise at critical points in their professional careers and to develop critical competencies required for current and future performance and capability of the organization. Context and content of solutions include consulting, facilitation, organizational analysis, change management, supervisory/management coaching and development, and associated learning solution design, development and delivery. Accelerating the existing deck plate managers, supervisors' and workforce progress towards a culture that better achieves desired performance goals that are essential components for both individual development, and project team execution performance.

### **3. Scope**

NAVSEA 04X objectives are to improve business performance through project management excellence and competencies by coordinating management of Naval Shipyard project execution efforts. The objectives of such actions will be to increase individual effectiveness, learning solution quality, and reduce overall program costs. In pursuit of this objective, NAVSEA 04X is undertaking and continuing a number of initiatives and will require the contractor to provide consulting, facilitation and implementation support for initiatives focused on improving the business processes, learning methods and approach to the way the Naval Shipyards administer, analyze, plan, design, develop, implement, and execute maintenance availabilities to achieve personnel competency/proficiency, costs savings and improved quality and methods of accomplishment.

NAVSEA 04X requires assistance from a contractor with the requisite technical qualifications, personnel, management experience and corporate capability to provide expert non-personal advisory and assistance services. The contractor shall provide the necessary management, technical, and administrative personnel, as well as materials, office equipment, and consumable supplies and facilities to meet the requirements of this Task Order. The achievement of NAVSEA's vision and mission depends on developing an agile, flexible, and responsive workforce focused on being a proficiency-based learning organization with a solid foundation of shipyard departmental expertise and innovative technical, business, and interpersonal approaches.

NSYs have broad and diverse professional organizations (departments) that cover a variety of disciplines in the NSY business environment. The major NSY organizations include production trades, engineering, and support code organizations. NAVSEA 04X strives to improve business performance through workforce excellence and

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competency by coordinating management of Naval Shipyard training and performance improvement efforts. The objectives of such actions will be to increase individual and project team effectiveness, and learning solution quality with a reduction to overall program costs. LEAN based Process/Performance Improvement, Industrial maintenance business process, and Mentoring and Coaching of Deck plate project teams are essential components for organizational development and effectiveness.

SEA04 is responsible for providing oversight, management, policy, and guidance for environment, safety and health programs for all NAVSEA field activities, including the Naval Shipyards. A key aspect of NAVSEA industrial activities' is the oversight of Naval Shipyard personnel carrying out regulatory compliance, standardization, process improvement, technical analyses, and knowledge sharing activities in Occupational Safety, Health, and Environmental (OSHE) arena. Program support includes a wide range of local and corporate environment, safety and health management initiatives to support facilities, operations, and naval ship maintenance and modernization.

#### **4. General Requirements**

##### **4.1. Travel:**

Travel will be required for some of this effort. All travel shall be preapproved by the COR in accordance with the Federal Travel Regulations (FTR) for travel in the contiguous United States and in accordance with the Joint Travel Regulations (JTR) for travel outside a the contiguous United States. Post travel payment will be in accordance with NAVSEA travel cost clause HQ B-2-0020.

(CDRL A002 applies to this task area)

##### **4.2 Kick-Off Meeting**

The Contractor shall schedule, coordinate, and conduct a Kick-Off Meeting through the PCO at a location approved by the Government within five (5) business days of Task Order Award (TOA). The meeting will provide an introduction between the Contractor personnel and Government personnel who will be involved with the task order. The meeting will provide the opportunity to discuss transition, technical, management, security, administrative, travel authorization, reporting, and invoicing procedures. At a minimum, the attendees shall include key Contractor personnel, representatives from the directorates, other key Government personnel, and representatives of the Contracting Activity.

##### **4.3 Enterprise-Wide Contractor Manpower Reporting Application (ECMRA)**

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

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

The contractor is required to completely fill in all required data fields using the following web address <https://doncmra.nmci.navy.mil>.

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help

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desk, linked at <https://doncmra.nmci.navy.mil>.

#### **4.4 Training**

The Contractor shall be responsible to provide required training to its employees in such areas as environmental, health, safety, security, sexual harassment, ethics, etc. to ensure compliance with all federal, state, and local laws and Department of Defense (DoD) regulations. The trainings will be provided through a combination of face-to-face (classroom led) and CBT/equivalent.

#### **4.5 Logistics and Technical Support**

The Contractor shall have electronic mail capability, provide e-mail addresses for employees and have the necessary connectivity to communicate with the Government and other Contractors. Microsoft (MS) Outlook is preferred in order to communicate and coordinate meetings and schedules with SEA 04X and applicable naval shipyard representatives. The Contractor is responsible for obtaining Navy Enterprise accounts for employees requiring access to DoD databases.

The Contractor shall arrange for adequate facilities in support of accomplishing strategic planning events as tasked. The contractor shall assist in developing meeting schedules, agendas, and provide support to document meeting minutes and agreed upon actions with corporate stakeholders involved.

The contractor shall review, analyze and provide recommendations to utilize new initiatives and best practices to improve areas within program and project management. All data/deliverables produced under this Task Order shall become the property of the Government

### **5. Task Areas**

#### **5.1 Task 1 Program Management Support:**

5.1.1 Program management support for Project Execution of Naval Ship Maintenance Availabilities and Performance Improvement Initiatives includes: process and performance improvement, and organizational consulting/facilitation services necessary to tie business process and performance support to execution of Naval Maintenance availabilities.

5.1.2 NAVSEA and NSY SME will work with the contractor to provide the specific support needed to assist within each government activities specific tasking requirements. This includes data gathering, analysis, and recommendations concerning the Project management systems used by the Naval Shipyards (i.e. PSS, AIM, etc.) as well as other IT systems that are used to support Naval Shipyard maintenance execution efforts.

5.1.3 Support for Project Execution will also include program infrastructure consulting; process administration; organizational and technical implementation; and the governance necessary to evolve process/performance improvement efficiencies to achieve program objectives and goals.

5.1.4 Access to the Navy Enterprise through non-government/leased computers is the responsibility of the Contractor. The Contractor shall have the capacity to access various NAVSEA, SEA 04X, Navy and DoD databases to enter and retrieve information. All employees performing efforts under this task order are required to access project workspaces and document archives that support the performance of this contract.

5.1.5 The Contractor shall coordinate and host quarterly program reviews (CDRL A005) for the purpose of providing a forum for the formal exchange of information relating to the contract/project and to review the effectiveness and conformance to task deliverables throughout all areas of contract performance. The quarterly reviews may be held via telephone conference or at the Contractor's Facility based upon the current status and risks to programs at the time of scheduling. In addition to quarterly reviews, special reviews shall be scheduled at

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any time the Contractor and/or the Government Project Manager determine that a risk exists as a result of technical, schedule, quality or cost problems. Dates and locations of such meetings shall be determined by mutual agreement between the Contractor and the Government Project Manager.

5.1.6 The Contractor shall provide administrative, financial, logistics, and management support for the Government's execution of the SEA 04X project execution and deck plate effectiveness program (CDRL-A001). This includes the data deliverables required by DD Form 1423 as specified in section J, Exhibit A CDRLs A002, A003, A004, A006, and A007.

## **5.2 Task 2 LEAN Process Innovation Performance Support:**

5.2.1 The contractor will assist the Government with planning, training, coaching, facilitating lean events, metric development, solution implementation, sustainment, and integration functions or activities as necessary to successfully achieve process/performance improvement objectives. Experienced, professional Industrial Engineers (e.g. Bachelor of Science in Industrial Engineering (BSIE)) and experienced LEAN practitioners (e.g. American Society for Quality (ASQ) certified black belts) will accomplish these objectives in industrial environments, including dry docks, shop facilities, and shipboard.

5.2.2 Process/Performance Improvement support will be required in the following categories of work:

- Initiative identification,
- Benchmarking and scoping of improvement opportunities,
- Facilitation of process/performance improvement events/initiatives,
- Development of strategies and plans,
- Coaching and mentoring,
- Change management,
- Metrics development,
- Business Case Analysis (BCA) including methods to analyze return on investment (ROI),
- Organizational Analysis, Simulation and Modeling
- Implementation management
- Sustainment
- Technical Writing
- Technical Review

### 5.2.2.1 Initiative Identification and Scoping of Potential Business Improvement Opportunities

- Provide benchmark and comparative analysis, for example of current ship industry including building, repair and scrapping.
- Conduct assessments and strategy developments in targeted areas to identify best practices/methodologies /technologies including improvement initiative recommendations.
- Design and deliver a dynamic system to evaluate, track, display, relate and prioritize all proposed and active initiatives, across NAVSEA including efforts within all four public shipyards systematically.
- Identify, compare and contrast new proposed initiatives and optimize with current industry standards, trends, best practices, emerging technologies and requirements.

### 5.2.2.2 Implementation Strategies and Plans

- Develop and recommend an execution strategy for ongoing and proposed improvement initiatives that maximizes and accelerates adoption and sustained success.
- Provide an assessment of completed, on-going and proposed initiatives for improved shipyard throughput, cost savings, and for alignment with the NAVSEA Strategic Plan.
- Identify private and public best practices and work processes.
- Prepare drawings, flow charts, and technical work documents.

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- Perform technical reviews

#### 5.2.2.3 Business Analysis

- For identified improvement initiatives, provide business case analyses (BCAs) with particular focus on throughput, cycle time, business and industrial processes. BCA's should provide an understanding of associated business and implementation risks for each initiative, impact of each initiative, costs associated with implementation efforts, and other relevant components.
- Provide an overview of initiatives to include the following: current state of affairs for process/organization under review, description and significance of improvement effort, required fixed and variable costs (to include labor), timeline and proposed future state.
- Detail recommended steps/activities for implementation and follow on assessment of effectiveness including additional actions.
- For new technologies, propose potential acquisition strategies associated with each of the proposed initiatives and indicate the risks and benefits that are expected to accrue.
- Develop metrics to measure the success of initiatives.
- Perform modeling, and simulation as tasked.
- Design and build business system architectures.

#### 5.2.2.4 Implementation Management & Education Support Services

- Assist with proposed and on-going implementation plans including guidance and mentoring during implementation efforts.
- Support, facilitate and accelerate change management and provide education throughout all levels of Naval Shipyard Management (determination of learning objectives, frequency, and methods should be developed).
- Provide program support for NAVSEA and Naval Shipyards to include such tasks as: facilitation of meetings and strategic off-sites associated with Lean/Process improvements, scheduling, and developing leading and output based metrics and milestones.
- Provide Change Management Support to include developing recommended communications strategies, culture change strategies, and personnel training. Provide support for technology insertion and/or enhancement in project execution development solutions such as project management tools, E-TWD, etc. to increase their effectiveness and/or to reduce solutions costs, or requirements.
- Provide certified Lean practitioners (e.g. ASQ Black Belt) and experienced, degreed Industrial Engineers (e.g. BSIE) to develop discreet job/task level process improvement business objective proposals to achieve improved maintenance execution in naval shipyards.
- Provide one on one coaching and mentoring to managers, supervisors and team leaders who are spearheading or driving process or performance improvement activities.

5.2.3 To enable efficient and effective use of this task effort, the government will arrange for and provide space within the individual naval shipyards as tasked for on-site support for up to thirty-six (36) personnel of the combined total of all four shipyards. Variability of manpower and prioritized use of this task over the terms of the contract by each individual naval shipyard is expected.

(CDRL's A002, A003, A006, and A007 apply to this task area)

### **5.3 Task 3 Project Management Training (PMT) and Integrated Project Team Development (IPTD):**

5.3.1 In order to be considered successful, the PMT Program must continue to deliver an integrated high level professional curriculum that simultaneously satisfies the immediate and long-range needs of the industrial operations base and naval ship maintenance community. The contractor's familiarity with the community and continuous support of strategic initiatives is essential. Contractor and shipyard personnel will partner in the development, delivery and improvement of the PMC Program products/sessions. The ability to award Professional

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Development Units (PDU) will be considered essential.

5.3.2 The actual number of delivered Project management (PM)/IPTD sessions, duration of each session, and the associated delivery schedule of IPTD sessions and other learning solutions/courses is subject to change based on the dynamics of shipyard, ship and project team availability, along with the associated budget and scheduling process. It is anticipated that approximately 60 IPTDs (10-CVN and 50-submarine) will be given per year. The contractor will work closely with designated Government officials to create and maintain a delivery schedule that is based upon the delivery criteria specified by the NSTEP Management Board. In order to support ongoing maintenance initiatives and avoid undue disruption to current professional development services to the fleet, the contractor must be able to begin delivery of IPTD sessions defined by the above criteria within one month of contract award.

5.3.3 Provide management support for each task along with strategic planning consultation and facilitation including:

- Evaluate issues and provide recommendations related to Task 3 efforts regarding cost, schedule, and performance.
- Gather information, identify issues and provide recommendations and draft documentation to achieve overall goals.
- Analyze, evaluate and provide recommendations for the planning, development, monitoring and execution of Task 3 efforts.
- Analyze, evaluate and prepare program briefs, reports and correspondence.
- Review, analyze and provide recommendations to utilize new initiatives and best practices to improve areas within program and project management (Hot Wash).
- Prepare and maintain program documentation.
- Conduct cost/performance trade off studies with regards to conducting workforce and competency development programs.
- Review, assess and monitor Naval Ship Maintenance initiatives and recommend workforce development efforts that may assist in the implementation of these initiatives.
- Make recommendations concerning how to utilize the suite of existing Naval Shipyard systems and Integrated Project Team Development to address technical, performance, productivity, life cycle, risk, ROI, and other issues affecting Naval Ship Maintenance.
- Develop performance measurements/metrics with respect to the execution of all related efforts.
- Prepare risk assessments, analyses, studies, recommendations, documents and updates to documents associated with the program to ensure configuration management and consistency.
- Provide consulting and instruction to selected Government Subject Matter Experts (SME) on curriculum development, production of training materials, and delivery of instruction. Coordinate with Government SME to design, develop, and produce all student and instructor materials necessary for executing program courses of instruction, team sessions and related efforts.
- Plan, coordinate, and provide all logistic requirements required for carrying out the program and related efforts, including arrangement of facilities, supporting student materials, reference materials, and instructional equipment

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- With the support of the naval ship maintenance community Process Masters/SME, and direction from the management board, assist with the design, incorporation and delivery of materials or modules of instruction that may arise from participant feedback, lessons learned, changing environmental needs or success criteria, outcomes of individual curricula reviews and the suggestions of the management board. This may include migration to electronic media and learning solution and content management.
- As appropriate to each program area, design and implement evaluation activities to determine the degree to which the Program meets its stated objectives and the expressed needs of the program area.

5.3.4 Aircraft Carrier Team IPTD: An Aircraft Carrier IPTD solution will be delivered for each project team responsible for a major Aircraft Carrier availability (including Programmed Incremental Availabilities and Docking Programmed Incremental Availabilities) where the Naval Shipyard is the Naval Supervising Authority (NSA) or the Lead Maintenance Activity (LMA). The goal of Aircraft Carrier Team Integrated Project Team Development is to improve project team performance and promote the initiatives and strategic objectives of NAVSEA and key stakeholders. The Aircraft Carrier IPTD solution will be delivered in three phases (STEPS), with each STEP focusing on the needs of the project team during the portion of the project planning lifecycle in which the step is conducted.

5.3.4.1 The STEP I IPTD session will be delivered approximately 10 months prior to the start of the availability, last approximately nine days, and include approximately 35 participants. To maximize the effectiveness of the time the project team is taken off line, promote team building and to allow for longer working hours, this session will be “residential”. Where practicable, two Aircraft Carrier Availability Project Teams will go through a joint STEP I session in order to promote knowledge sharing between the two teams and to reduce costs.

5.3.4.2 The STEP II IPTD session will be delivered approximately 5 months prior to the start of the availability, last approximately 5 days, and include approximately 85 participants. There will be a separate STEP II session for each project team to allow the session’s content and schedule to be tailored to meet that team’s specific needs.

5.3.4.3 The STEP III IPTD session will be delivered within one month of the start of the availability, will last approximately three days, and include approximately 200 participants. This will be a non-residential session, and there will be a separate STEP III session for each project team.

5.3.4.4 When requested/directed by the Program Manager/Dean, a STEP IV session will be conducted for project teams responsible for conducting Docking Programmed Incremental Availabilities. This one day session will be conducted during availability execution, as determined the availabilities Project Superintendent, and will include approximately 75 participants.

5.3.5 Submarine IPTD: A Submarine Integrated Project Team Development solution will be delivered for each project team responsible for a major submarine availability (including Engineered Refueling Overhauls, Engineered Overhauls, Depot Modernization Periods, and Extended Docking Selected Restricted Availabilities) where the Naval Shipyard is the Naval Supervising Authority (NSA) or the Lead Maintenance Activity (LMA). The Submarine Integrated Project Team Development solution may also be delivered, upon request of approval of the executing Shipyard and with approval of NAVSEA 04X, for minor availabilities (including Dry-dock Selected Restricted Availabilities, Pre-Inactivation Restricted Availabilities, and Ship Deactivations). The goal of the Submarine Team Integrated Project Team Development is to improve project team performance and promote the initiatives and strategic objectives of NAVSEA and key stakeholders. The Submarine Integrated Project Team Development solution is presented in four (4) STEPS, three take place in planning and one during execution. Specific topics, speakers and activities are developed to meet the needs of each CNO availability. The STEP II is set up in two phases, one for Ship’s Force Leadership and the other for the combined Shipyard and Ship’s Force Project Team.

5.3.5.1 The STEP I IPTD session will be delivered approximately six to eight months prior to the start of the

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availability, last approximately five days, and include approximately 36 participants. It is normally held in the vicinity of the executing Shipyard, but may be held in Washington, DC. Where practicable, two Submarine Availability Project Teams will go through a joint STEP I IPTD session in order to promote knowledge sharing between the two teams and to reduce costs.

5.3.5.2 The Ship's Force Leadership session is scheduled at A-4 to A-2 (ideally 3 weeks prior to the IPTD STEP II), giving the Ship's Force personnel the opportunity to shift focus from an Operational to a Maintenance mindset. The 1-day schedule offers the ship's force the opportunity to preview what to expect at the scheduled IPTD. It is normally attended by about 25 personnel, consisting of the majority of the submarine's Wardroom and Chief's mess. It allows time for them to focus on upcoming topics and formulate questions and identify barriers and possible solutions to the same.

5.3.5.3 The STEP II IPTD session will be delivered approximately two to four months prior to the start of the availability, last approximately 3 days, and include approximately 50 participants. It is normally held in the Ship's homeport. The STEP II session may be residential for the Shipyard members. There will be a separate STEP II session for each project team to allow the session's content and schedule to be tailored to meet that team's specific needs.

5.3.5.4 The STEP III IPTD session will be delivered within one month of the start of the availability, will last approximately one day, and include approximately 75 participants. This will be a non-residential session, and there will be a separate STEP III session for each project team.

5.3.5.5 The STEP IV IPTD session will normally be delivered about one month after undocking (or refueling), will last approximately one day, and include approximately 75 participants. This will be a non-residential session. The purpose of this event is to provide an opportunity for realignment of the project team after a major milestone, allowing the team to focus on the endgame and availability completion.

5.3.6 Project Management Fundamentals Course: A Naval Ship Maintenance community residential course delivered 8 times a year, with deliveries at/across the four naval shipyards suited to support shipyard needs and minimizing course attendee costs. Each course has up to 90 participants for a period of 10 days. Course material delivered covers naval ship maintenance Project Management processes of: Advanced Industrial Management (AIM) Suite, workload and workforce utilization, life cycle, return on investment functions, and Project Management Book of Knowledge (PMBOK) in a collaborative workshop.

5.3.6.1 With the support of the naval ship maintenance community Process Masters / SME, and direction from the management boards (TASK 4), assist with the design, incorporation and delivery of materials or modules of instruction that may arise from participant feedback, lessons learned, changing environmental needs or success criteria, outcomes of individual curricula reviews and the suggestions of the management board. This may include migration to electronic media and learning solution and content management.

5.3.7 As appropriate to each program area, design and propose evaluation activities to determine the degree to which the Program meets its stated objectives and the expressed needs of the program area. Plan, coordinate, and provide logistic requirements required for carrying out the program's and related efforts, including arrangement of facilities, supporting participant materials, reference materials, and equipment for process innovation efforts. Coordinate with Government SME to design, develop, and produce all student and instructor materials necessary for executing program courses of instruction, team sessions and related efforts.

(CDRL's A002, A003, A006, and A007 apply to this task area)

#### **5.4 Task 4 Broader Community Workforce and Team Development:**

541 The work of this task is similar to Task Area 3 for the four naval shipyards above, expanded to the broader NAVSEA Naval Ship Maintenance enterprise, with specific attention to the "One Nuclear Shipyard" community. Naval Ship Maintenance Community Workforce and Team Development, which includes IPTD sessions and similar workforce development efforts for Naval Ship Maintenance Community organizations outside of the Naval



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Shipyards, such as: Carrier Teams, Submarine Teams, Ship Repair Facilities (SRF); the Supervisors of Ship Building; Fleet Regional Maintenance Centers (RMC); and the two private nuclear shipyards (NGNN/GDEB).

542 To support NAVSEA and Fleet Corporate Strategies and improve Regionalized Naval Ship Maintenance across the Naval Ship Maintenance community, additional professional development efforts similar to the IPTD may be needed for other Naval Ship Maintenance Organizations outside of the naval shipyards. The goal of these professional development efforts is to facilitate alignment with strategic goals, and support platform community alignment as outlined by “Aircraft Carrier and Submarine Team 1” Executive Steering Committees, Fleet sponsors and ships force “user” communities. In addition, these efforts will be used to improve inter/intra-organizational communication and interaction, facilitate process improvement, promote knowledge sharing, and provide other training and education that will improve the quality and cost effectiveness of Naval Ship Maintenance.

543 As appropriate to each program area (project management, submarine and aircraft carriers) design and propose evaluation activities to determine the degree to which the program meets its stated objectives and the expressed needs of the program area. Conduct periodic visits as directed by client needs to provide consulting assistance with program business objectives and metrics.

543.1 Program Management Board executive planning meetings will be conducted annually to review program direction, future year schedule and session objectives, design, and content applicability. The contractor is responsible for coordinating and facilitating these events, including arrangement of facilities, advanced reading materials, coordinating the agenda, and assisting Government representatives in preparing briefs and reviews associated with the delivery of this task order. Tasking may include support for evaluating issues and providing recommendations related to shipyard, and ship, submarine, information system, or weapon system cost, schedule, and performance with regards to Naval Ship Maintenance.

(CDRL’s A002, A003, A006, and A007 apply to this task area)

**5.5 Task 5 Project Execution-Deck Plate Coaching/Mentoring Support:**

551 Using industry best practices and innovative methodologies provide facilitation, data gathering, research, analytical support, and subject matter expertise as required. Access to information, personnel, systems, and departments within individual naval shipyards will be granted as required. Provide periodic updates, reports and briefings discussing activities, observations, findings and recommendations, as directed by the Government Task Manager.

552 Utilizing the individual Naval Shipyard Command Philosophy, Guiding Principles, High Performance Organization Model, DOD Civilian Leadership Development Framework, and any other critical sources provided by Shipyard leaders, identify gaps, make recommendations and help document and institutionalize decisions.

553 Design and propose a strategic business and execution approach for supervisory/mid-level manager coaching with defined process and performance expectations, measures and metrics aligned to drive the behaviors and results desired by the command. Provide high performance supervisory, and mid manager level coaching and mentoring support to include Project Zone Managers and Trade Managers, who are experiencing increasing demands in coordinating work, developing their people, critical thinking, focused on organizational leadership, trust, employee engagement and productivity improvement.

554 Provide for naval shipyard daily deck-plate interactive mentoring and coaching of the core tools and processes that enable the Shipyard to peak performance. Deck plate coaching may include assessing employee’s knowledge, skills and abilities with and provide coaching on AIM, Project Sequence and Scheduling (PSS), Execution Priorities, Supervisors Desk (SUPDESK), Automated Training Management System (ATMS), packaging, kitting, project, shop, division, department and material management. Tasking includes the integration of project management fundamentals and methodologies with continuous Training and Development, Learning Organization, and Continuous Process Improvement philosophies within the Naval Shipyard.

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555 To enable efficient and effective use of this task effort, the government will arrange for and provide space within the individual naval shipyards as tasked for on-site support for up to fifty (50) personnel of the combined total of all four shipyards. Variability of manpower and prioritized use of this task over the terms of the contract by each individual naval shipyard is expected.

(CDRL's A002, A003, A006, and A007 apply to this task area)

#### **5.6 Task 6 Environmental, Safety and Health Program Support:**

561 Provide facilitation support to develop/revise strategic plans for environment, safety and health program management, including workforce development measures related to the environment, safety and health programs.

562 Maintenance and updates of the OSHE Control Manual for Naval Shipyards.

563 Support for NAVSEA and Naval Shipyards High Risk Working Groups (Confined Space, Fall Protection, Electrical Safety, Energy Control, and fire prevention as defined).

564 Renewal of National Pollutant Discharge Elimination System (NPDES) dry dock permits

565 Support to environmental planning initiatives and development and review of National Environmental Policy Act (NEPA) documentation.

(CDRL's A002, A003, A006, and A007 apply to this task area)

#### **5.7 Surge Tasking**

The contractor shall be prepared to provide CONUS or OCONUS support for unanticipated surge support requirements for all identified tasks within the Task Order.

#### **6. Non-Disclosure Agreements**

The Non-Disclosure Agreement Form (Attachment 10) shall be completed by all Contractor personnel performing on the Task Order and a copy shall be provided to the Contracting Officer's Representative identified in SECTION G. These forms shall be completed within fifteen (15) days of Task Order Award or from date of hire, whichever is earlier.

#### **7. Security Requirements**

**7.1** At time of award all personnel shall possess and interim SECRET clearance or final SECRET Clearance. All personnel performing work under this Task Order shall possess and maintain a SECRET clearance (interim or final) for as long as the person is performing work under this task order. Any exception to this requirement must be preapproved by the COR in writing

**7.2** It is expected that the performance of some of the tasking support will take place at the Vendor's location (Contractor's Office); however, the tasking's will require routine access to Government furnished equipment and information residing at multiple U.S. Naval Shipyards. The Contractor shall maintain a Secret facility security clearances with Confidential safeguarding for their direct cite office facility to ensure that it is able to store and process classified material up to the Confidential level, including Not Releasable to Foreign Nationals/Governments/Non-US Citizens (NOFORN) information. The Contractor shall provide security administration, controlled storage, and dissemination of sensitive and classified material. All facility security requirements for the administration, storage, and dissemination of classified material shall be met within 30 days of contract award.

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**7.3** The Contractor shall have electronic mail capability and the necessary connectivity to communicate with the responsible government task managers. The Contractor's system must be compatible with the Government's Microsoft Outlook system, in order to communicate and coordinate meetings and schedules as required.

**7.4** The Contractor shall maintain a file system for correspondence and presentation material. All files maintained for this Task Order shall be accessible by the government technical POC (TPOC), and the contracting officer representative (COR).

**7.5** The Contractor shall be responsible for obtaining all necessary PKI Certificates for their employees who must access DoD websites in the performance of this contract but do not need access to DoD Facilities. For those employees who must access DoD Facilities, the Contractor shall take the necessary steps to attain Common Access Cards (CACs). Responsibility for administration of SEA 04X Navy Enterprise seats remains with the Government.

## APPENDIX A

### ACRONYMS ABBREVIATIONS AND GLOSSARY OF TERMS

#### A

**Advanced Industrial Management (AIM)**

A reengineering of the business processes at four U.S. Naval Shipyards that directly supports project management in planning, scheduling, work packaging and control, and the execution of work.

**American Society of Quality (ASQ)**

Formal recognition that an individual has demonstrated a proficiency within, and comprehension of, a specific body of knowledge.

**Automated Training Management System (ATMS)**

Used to build training curriculums for existing presentation based training, organize and maintain records, administer records, schedule training, deliver e-learning, collect and store training results, automatically reschedule future training for desired date, provide reporting and analysis capabilities.

#### B

**Bachelor of Science in Industrial Engineering (BSIE)**

The Industrial Engineering undergraduate program is designed to develop the technical skills and intellectual discipline needed by our graduates to become leaders in industrial engineering and related professions. The program is distinctive in its emphasis on quantitative, economic, computer-aided approaches to production and service management problems. It is focused on providing an experimental and mathematical problem-formulating and problem-solving framework for industrial engineering work. The curriculum provides a broad foundation in the current ideas, models, and methods of industrial engineering. It also includes a substantial component in the humanities and social sciences to help students understand the societal implications of their work.

**Business Case Analysis (BCA)**

A structured methodology and document that aids decision making by identifying and comparing alternatives by examining the mission and business impacts (both financial and non-financial), risks, and sensitivities.

#### C

**Contract Data Requirements List (CDRL)**

A DD Form 1423 list of contract data requirements that are authorized for a specific acquisition and made a part

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of the contract.

**Contracting Officer's Representative (COR)**

An individual, designated and authorized in writing by the Contracting Officer (CO) to perform specific technical or administrative functions.

**(CVN)**

The ship's "hull classification symbol" while 76 is the hull number. "C" means aircraft carrier, "V" indicates fixed wing (vice rotating wings as on helicopters), and "N" stands for nuclear powered. So CVN means (in Navy-speak) "aircraft carrier, fixed wing, nuclear powered.

**D**

**Department of Defense (DoD)**

The federal department responsible for safeguarding national security of the United States created in 1947.

**F**

**Federal Travel Regulation (FTR)**

Implements statutory requirements and Executive branch policies for travel by federal civilian employees and others authorized to travel at government expense.

**Fiscal Year (FY)**

A yearly accounting period without regard to its relationship to a Calendar Year. The Fiscal Year for the Federal Government begins on October 1 and ends on September 30.

**G**

**GDEB**

General Dynamics Electric Boat – Designer and builder of nuclear submarines for the United States Navy.

**H**

**HII-NNS**

Huntington Ingalls Inc. Newport News Shipbuilding - Designer and builder of nuclear aircraft carriers and submarines for the United States Navy.

**Hot Wash**

The immediate "after-action" discussions and evaluations of an agency's (or multiple agencies') performance following an exercise, training session, or major event.

**I**

**Industrial Operations and Management – NAVSEA 04X (SEA 04X)**

The Industrial Operations Management Office provides management direction to the Naval Shipyards and the Regional Maintenance Centers, and serves as the NAVSEA Headquarters focal point for Depot Level Maintenance.

**Integrated Project Team Development (IPTD)**

A multidisciplinary group of people who are collectively responsible for delivering a defined product or process.

**J**

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### **Joint Travel Regulations (JTR)**

Are for members of the Uniformed Services of the United States and DoD civilian employees and civilians who travel using DoD funding. The JTR contains regulations related to per diem, travel and transportation allowances, relocation allowances, and certain other allowances.

## **L**

### **Lead Maintenance Activity (LMA)**

## **M**

### **Microsoft (MS)**

An American multinational technology company headquartered in [Redmond, Washington](#), that develops, manufactures, licenses, supports and sells [computer software](#), [consumer electronics](#) and [personal computers](#) and services. Its best known software products are the [Microsoft Windows](#) line of [operating systems](#).

## **N**

### **Naval Sea Systems Command (NAVSEA)**

The Naval Sea Systems Command is comprised of command staff, headquarters directorates, affiliated Program Executive Offices (PEOs) and numerous field activities. Together, we engineer, build, buy and maintain ships, submarines and combat systems that meet the Fleet's current and future operational requirements. Naval Sea Systems Command (NAVSEA) is the largest of the Navy's five system commands. With a fiscal year budget of nearly \$30 billion, NAVSEA accounts for one quarter of the Navy's entire budget. With a force of 70,000 civilian, military and contract support personnel, NAVSEA engineers, builds, buys and maintains the Navy's ships and submarines and their combat systems. To accomplish this, NAVSEA manages 150 acquisition programs and manages foreign military sales cases that include billions of dollars in annual military sales to partner nations.

### **Naval Shipyards (NSY(s))**

Shipyards belonging (or belonged) to the [U.S. Navy](#).

### **Naval Shipyard Training and Education Program (NSTEP)**

The Naval Sea Systems Command has a requirement to provide professional support services in the areas of Naval Shipyard Training and Education Program (NSTEP) Management. Support tasking's include, Leadership Development Programs, Training and Development of Project Management Teams, Deck Plate Coaching and Mentoring Programs, Environmental, Health, and Safety Programs for Naval Shipyards, and similar support to the broader SEA-04 maintenance enterprise such as forward deployed CVN maintenance at SRF Yokosuka Japan.

### **Naval Supervising Authority (NSA)**

### **National Pollutant Discharge Elimination System (NPDES)**

A permit program that addresses water pollution by regulating point sources that discharge pollutants to waters of the United States.

### **National Environmental Policy Act (NEPA)**

A United States environmental law that promotes the enhancement of the environment and established the President's Council on Environmental Quality (CEQ). The law was enacted on January 1, 1970.

## **O**

### **Occupational Safety, Health and Environment (OSHE)**

As defined by the [World Health Organization](#) (WHO) "occupational health deals with all aspects of health and safety in the workplace and has a strong focus on primary prevention of hazards.

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## P

### **Procuring Contracting Officer (PCO)**

A person with authority to enter into, administer, and/or terminate contracts and make related determinations and findings for the U.S. Government. In the DoD, these functions are often divided between the Administrative Contracting Officer and the Procuring Contracting Officer.

### **Professional Development Unit (PDU)**

Necessary for maintaining Project Management Institute (PMI)-certified credentials. They are a part of PMI's Continuing Certification Requirements (CCR) program. One PDU is worth one hour of project management training, though there are some exceptions to this rule.

### **Project Management (PM)**

The discipline of initiating, planning, executing, controlling, and closing the work of a team to achieve specific goals and meet specific success criteria.

### **Project Management Training (PMT)**

### **Project Execution and Deck-Plate Effectiveness (PEDE)**

### **Product Service Code (PSC)**

Also referred to as federal supply codes, product service codes are used by the United States government to describe the products, services, and research and development purchased by the government.

### **Project Sequence and Scheduling (PSS)**

## R

### **Regional Maintenance Centers (RMC(s))**

### **Return on Investment (ROI)**

A performance measure used to evaluate the [efficiency](#) of an investment or to compare the efficiency of a number of different investments. ROI measures the amount of [return](#) on an investment relative to the [investment's cost](#) . To calculate ROI, the benefit (or return) of an investment is divided by the cost of the investment, and the result is expressed as a percentage or a ratio.

## S

### **Scientific, Engineering, Technical and Analytical (SETA)**

### **Ship Repair Facilities (SRF)**

### **Subject Matter Expert (SME)**

A person who is an authority in a particular area or topic.

### **Supervisor Desk (SUPDESK)**

### **Statement of Work (SOW)**

The portion of a contract that establishes and defines all non-specification requirements for contractor's efforts either directly or with the use of specific cited documents.

### **(STEPs)**

a naming convention used to describe phases (e.g.STEP-1, STEP-2, etc.) of the IPTD events administered in support of a Project Team assigned to a CNO maintenance availability.

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**T**

**Task Order Award (TOA)**

An acquisition tool that is used to acquire supplies and/or services when the exact times and/or exact quantities of future deliveries are not known at the time of contract award. Requirements contracts and indefinite quantity contracts are also known as delivery order or "task order" contracts.

**HQ C-2-0063 USE OF NAVY SUPPORT CONTRACTORS FOR OFFICIAL CONTRACT FILES (NAVSEA) (APR 2004)**

(a) NAVSEA may use a file room management support contractor, hereinafter referred to as "the support contractor", to manage its file room, in which all official contract files, including the official file supporting this procurement, are retained. These official files may contain information that is considered a trade secret, proprietary, business sensitive or otherwise protected pursuant to law or regulation, hereinafter referred to as "protected information". File room management services consist of any of the following: secretarial or clerical support; data entry; document reproduction, scanning, imaging, or destruction, operation, management, or maintenance of paper-based or electronic mail room, file rooms, or libraries; and supervision in connection with functions listed herein.

(b) The cognizant Contracting Officer will ensure that any NAVSEA contract under which these file room management services are required will contain a requirement that:

(1) The support contractor not discloses any information;

(2) Individual employees are to be instructed by the support contractor regarding the sensitivity of the official contract files;

(3) The support contractor performing these services be barred from providing any other supplies and/or services, or competing to do so, to NAVSEA for the period of performance of its contract and for an additional three years thereafter unless otherwise provided by law or regulation; and,

(4) In addition to any other rights the contractor may have, it is a third party beneficiary who has the right of direction action against the support contractor, or any person to whom the support contractor has released or disclosed protected information, of the unauthorized duplication, release, or disclosure of such protected information.

(c) Execution of this contract by the contractor is considered consent to NAVSEA's permitting access to any information, irrespective or restrictive markings or the nature of the information submitted, by its file room management support contractor for the limited purpose of executing its file room support contract responsibilities.

(d) NAVSEA may, without further notice, enter into contracts with other contractors for these services. Contractors are free to enter into separate non-disclosure agreements with the file room contractor. (Please contact Director, E Business Division for contractor specifics.) However, any such agreement will not be considered a prerequisite before information submitted is stored in the file room or otherwise encumber the government.

**HQ C-2-0014 CONTRACTOR'S PROPOSAL (NAVSEA) (MAR 2001)**

(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 proposal CACI, Inc dated 26 July 2017 in response to NAVSEA Solicitation No. **N00174-17-R-3018**.

(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 52.215-8) 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 specification" in the order of precedence.

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

(a) "Organizational Conflict of Interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage. "Person" as used herein includes Corporations, Partnerships, Joint Ventures, and other business enterprises.

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

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

(d) (1) The Contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information provided to the Contractor by the Government during or as a result of performance of this contract. Such information includes, but is not limited to, information submitted to the Government on a confidential basis by other persons. Further, the prohibition against release of Government provided information extends to cover such information whether or not in its original form, e.g., where the information has been included in Contractor generated work or where it is discernible from materials incorporating or based upon such information. This prohibition shall not expire after a given period of time.

(2) The Contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information generated or derived during or as a result of performance of this contract. This prohibition shall expire after a period of three years after completion of performance of this contract.

(3) The prohibitions contained in subparagraphs (d)(1) and (d)(2) shall apply with equal force to any affiliate of the Contractor, any subcontractor, consultant, or employee of the Contractor, any joint venture involving the Contractor, any entity into or with which it may merge or affiliate, or any successor or assign of the Contractor. The terms of paragraph (f) of this Special Contract Requirement relating to notification shall apply to any release of information in contravention of this paragraph (d).

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

(f) The Contractor agrees that, if after award, it discovers an actual or potential organizational conflict of interest, it shall make immediate and full disclosure in writing to the Contracting Officer. The notification shall include a description of the actual or potential organizational conflict of interest, a description of the action which the Contractor has taken or proposes to take to avoid, mitigate, or neutralize the conflict, and any other relevant



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information that would assist the Contracting Officer in making a determination on this matter. Notwithstanding this notification, the Government may terminate the contract for the convenience of the Government if determined to be in the best interest of the Government.

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

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

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

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

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

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

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

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

**HQ C-1-0001 DATA REQUIREMENTS (NAVSEA)(SEP 1992)**

The data to be furnished hereunder shall be prepared in accordance with the Contract Data Requirements List, DD Form 1423, Exhibit(s) A, attached Hereto.

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## **SECTION D PACKAGING AND MARKING**

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

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## **SECTION E INSPECTION AND ACCEPTANCE**

Inspection and Acceptance at Destination

### **HQ E-1-0001 INSPECTION AND ACCEPTANCE LANGUAGE FOR DATA**

Inspection and acceptance of all data shall be as specified on the attached Contract Data Requirements List(s), DD Form 1423.

### **HQ E-1-0007 INSPECTION AND ACCEPTANCE LANGUAGE FOR LOE SERVICES**

Inspection and acceptance shall be made by the Contracting Officer's Representative (COR) or a designated representative of the Government.

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## SECTION F DELIVERABLES OR PERFORMANCE

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

7000	7/20/2018 - 7/19/2019
7001	7/20/2018 - 7/19/2019
7100	7/20/2019 - 7/19/2020
7101	7/20/2019 - 7/19/2020
9000	7/20/2018 - 7/19/2019
9100	7/20/2019 - 7/19/2020

### 1. Period of Performance

The period of performance shall be for one base period of 12 months plus four (4) 12 month option periods.

### 2. Place of Performance

The primary places of performance are the Washington Navy Yard and Contractor facility Washington DC. The contractor facility must be local to the Washington Navy Yard. Local, as stated here, means within 5 miles distance of the Washington Navy Yard. Periodic Performance may be required at NAVSEA sites listed below. the Government reserves the unilateral right to change where work is performed or add additional sites under this task order as necessary to support the NAVSEA mission. Current locations include:

- Portsmouth Naval Shipyard, Portsmouth New Hampshire
- Norfolk Naval Shipyard, Portsmouth Virginia
- Puget Sound Naval Shipyard & intermediate Maintenance Facility, Bremerton Washington
- Pearl Harbor Naval Shipyard & Intermediate Maintenance Facility, JBPHH Hawaii
- US Naval Ship Repair Facility and Japan Regional Maintenance Center, YOKOSUKA, JP

### 3. CLIN - DELIVERIES OR PERFORMANCE

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

7000	7/20/2018 - 7/19/2019
7001	7/20/2018 - 7/19/2019
9000	7/20/2018 - 7/19/2019

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

7100	7/20/2019 - 7/19/2020
7101	7/20/2019 - 7/19/2020
7200	7/20/2020 - 7/19/2021
7201	7/20/2020 - 7/19/2021

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7300	7/20/2021 - 7/19/2022
7301	7/20/2021 - 7/19/2022
7400	7/20/2022 - 7/19/2023
7401	7/20/2022 - 7/19/2023
9100	7/20/2019 - 7/19/2020
9200	7/20/2020 - 7/19/2021
9300	7/20/2021 - 7/19/2022
9400	7/20/2022 - 7/19/2023

The period of performance identified above are estimated timeframes and are subject to change based on actual task order award date.

The basic effort to be formed under this contract shall be completed within a twelve (12) month period for the base year, with four one-year options to be exercised if deemed in the best interest of the Government.

CLIN 7999 is the "Not Separately Priced" CLIN for data that is valid for all five years of the contract (See Contract Data Requirement List, CDRL).

**HQ F-2-0003 DATA DELIVERY LANGUAGE FOR SERVICES ONLY PROCUREMENTS (JUN 2011)**

All data to be furnished under this contract shall be delivered prepaid to the destination(s) and at the time(s) specified on the Contract Data Requirements List(s), DD Form 1423.

**CLAUSES INCORPORATED BY REFERENCE**

**52.242-15 STOP-WORK ORDER (AUG 1989)**

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## SECTION G CONTRACT ADMINISTRATION DATA

### 1.0 Hours of Operation

#### 1.1 Scheduling

The Contractor shall schedule work hours that coincide with those of the supported activity. The Contractor shall coordinate the proposed work schedule with the COR and TPOCs. Periodically, the Government will require Contractor support outside established duty hours. The Contractor shall ensure coverage during this entire period.

The COR may modify the work schedule to ensure the Government's ability to continue to execute its mission. Any modification to the Contractor's work schedule will have to be approved by the COR/Contracting Officer in writing and sufficient notice given to the Contractor, normally a minimum of one reporting period prior to the new work schedule (e.g. 1 month), for the Contractor to have ample time to make changes.

### 2.0 Technical Point of Contact

2.1 NAVSEA Technical POC's assigned to each core task area will be provided at the kick-off meeting. Individual Naval maintenance activity TPOC's assigned at specific geographic locations will be provided by the NAVSEA core task area TPOC for authorized tasking. Follow on (newly created) TI's will designate the TPOC within the individual assigned task instruction to the geographic location requiring support.

### PGI 204.7108 - Payment Instructions

Please follow the link to the below for further payment instructions and guidance:

PGI: [https://www.acq.osd.mil/dpap/dars/pgi/pgi\\_htm/PGI204\\_71.htm#payment\\_instructions](https://www.acq.osd.mil/dpap/dars/pgi/pgi_htm/PGI204_71.htm#payment_instructions)

### 252.242-7005 CONTRACTOR BUSINESS SYSTEMS (FEB 2012)

(a) This clause only applies to covered contracts that are subject to the Cost Accounting Standards under 41 U.S.C. chapter 15, as implemented in regulations found at 48 CFR 9903.201-1 (see the FAR Appendix).

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

“Acceptable contractor business systems” means contractor business systems that comply with the terms and conditions of the applicable business system clauses listed in the definition of "contractor business systems" in this clause.

“Contractor business systems” means—

(1) Accounting system, if this contract includes the clause at [252.242-7006](#), Accounting System Administration;

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- (2) Earned value management system, if this contract includes the clause at [252.234-7002](#), Earned Value Management System;
- (3) Estimating system, if this contract includes the clause at [252.215-7002](#), Cost Estimating System Requirements;
- (4) Material management and accounting system, if this contract includes the clause at [252.242-7004](#), Material Management and Accounting System;
- (5) Property management system, if this contract includes the clause at [252.245-7003](#), Contractor Property Management System Administration; and
- (6) Purchasing system, if this contract includes the clause at [252.244-7001](#), Contractor Purchasing System Administration.

“Significant deficiency,” in the case of a contractor business system, means a shortcoming in the system that materially affects the ability of officials of the Department of Defense to rely upon information produced by the system that is needed for management purposes.

(c) *General.* The Contractor shall establish and maintain acceptable business systems in accordance with the terms and conditions of this contract.

**252.242-7006 ACCOUNTING SYSTEM ADMINISTRATION (FEB 2012)**

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

(1) “Acceptable accounting system” means a system that complies with the system criteria in paragraph (c) of this clause to provide reasonable assurance that—

- (i) Applicable laws and regulations are complied with;
- (ii) The accounting system and cost data are reliable;
- (iii) Risk of misallocations and mischarges are minimized; and
- (iv) Contract allocations and charges are consistent with billing procedures.

(2) “Accounting system” means the Contractor’s system or systems for accounting methods, procedures, and controls established to gather, record, classify, analyze, summarize, interpret, and present accurate and timely financial data for reporting in compliance with applicable laws, regulations, and management decisions, and may include subsystems for specific areas such as indirect and other direct costs, compensation, billing, labor, and general information technology.

(3) “Significant deficiency” means a shortcoming in the system that materially affects the ability of officials of the Department of Defense to rely upon information produced by the system that is needed for management purposes.

(b) *General.* The Contractor shall establish and maintain an acceptable accounting system. Failure to maintain an acceptable accounting system, as defined in this clause, shall result in the withholding of payments if the contract includes the clause at [252.242-7005](#), Contractor Business Systems, and also may result in disapproval of the system.

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(c) *System criteria.* The Contractor's accounting system shall provide for—

- (1) A sound internal control environment, accounting framework, and organizational structure;
- (2) Proper segregation of direct costs from indirect costs;
- (3) Identification and accumulation of direct costs by contract;
- (4) A logical and consistent method for the accumulation and allocation of indirect costs to intermediate and final cost objectives;
- (5) Accumulation of costs under general ledger control;
- (6) Reconciliation of subsidiary cost ledgers and cost objectives to general ledger;
- (7) Approval and documentation of adjusting entries;
- (8) Management reviews or internal audits of the system to ensure compliance with the Contractor's established policies, procedures, and accounting practices;
- (9) A timekeeping system that identifies employees' labor by intermediate or final cost objectives;
- (10) A labor distribution system that charges direct and indirect labor to the appropriate cost objectives;
- (11) Interim (at least monthly) determination of costs charged to a contract through routine posting of books of account;
- (12) Exclusion from costs charged to Government contracts of amounts which are not allowable in terms of Federal Acquisition Regulation (FAR) part 31, Contract Cost Principles and Procedures, and other contract provisions;
- (13) Identification of costs by contract line item and by units (as if each unit or line item were a separate contract), if required by the contract;
- (14) Segregation of preproduction costs from production costs, as applicable;
- (15) Cost accounting information, as required—
  - (i) By contract clauses concerning limitation of cost (FAR 52.232-20), limitation of funds (FAR 52.232-22), or allowable cost and payment (FAR 52.216-7); and
  - (ii) To readily calculate indirect cost rates from the books of accounts;
- (16) Billings that can be reconciled to the cost accounts for both current and cumulative amounts claimed and comply with contract terms;
- (17) Adequate, reliable data for use in pricing follow-on acquisitions; and
- (18) Accounting practices in accordance with standards promulgated by the Cost Accounting Standards Board, if applicable, otherwise, Generally Accepted Accounting Principles.



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(d) *Significant deficiencies.* (1) The Contracting Officer will provide an initial determination to the Contractor, in writing, of any significant deficiencies. The initial determination will describe the deficiency in sufficient detail to allow the Contractor to understand the deficiency.

(2) The Contractor shall respond within 30 days to a written initial determination from the Contracting Officer that identifies significant deficiencies in the Contractor's accounting system. If the Contractor disagrees with the initial determination, the Contractor shall state, in writing, its rationale for disagreeing.

(3) The Contracting Officer will evaluate the Contractor's response and notify the Contractor, in writing, of the Contracting Officer's final determination concerning—

(i) Remaining significant deficiencies;

(ii) The adequacy of any proposed or completed corrective action; and

(iii) System disapproval, if the Contracting Officer determines that one or more significant deficiencies remain.

(e) If the Contractor receives the Contracting Officer's final determination of significant deficiencies, the Contractor shall, within 45 days of receipt of the final determination, either correct the significant deficiencies or submit an acceptable corrective action plan showing milestones and actions to eliminate the significant deficiencies.

(f) *Withholding payments.* If the Contracting Officer makes a final determination to disapprove the Contractor's accounting system, and the contract includes the clause at [252.242-7005](#), Contractor Business Systems, the Contracting Officer will withhold payments in accordance with that clause.

#### **HQ G-2-0009 SUPPLEMENTAL INSTRUCTIONS REGARDING ELECTRONIC INVOICING (NAVSEA) (SEP 2012)**

(a) The Contractor agrees to segregate costs incurred under this contract/task order (TO), as applicable, at the lowest level of performance, either at the technical instruction (TI), sub line item number (SLIN), or contract line item number (CLIN) level, rather than on a total contract/TO basis, and to submit invoices reflecting costs incurred at that level. Supporting documentation in Wide Area Workflow (WAWF) for invoices shall include summaries of work charged during the period covered as well as overall cumulative summaries by individual labor categories, rates, and hours (both straight time and overtime) invoiced; as well as, a cost breakdown of other direct costs (ODCs), materials, and travel, by TI, SLIN, or CLIN level. For other than firm fixed price subcontractors, subcontractors are also required to provide labor categories, rates, and hours (both straight time and overtime) invoiced; as well as, a cost breakdown of ODCs, materials, and travel invoiced. Supporting documentation may be encrypted before submission to the prime contractor for WAWF invoice submittal. Subcontractors may email encryption code information directly to the Contracting Officer (CO) and Contracting Officer Representative (COR). Should the subcontractor lack encryption capability, the subcontractor may also email detailed supporting cost information directly to the CO and COR; or other method as agreed to by the CO.

(b) Contractors submitting payment requests and receiving reports to WAWF using either

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

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

(a) Definitions. As used in this clause--

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

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

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

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

(c) WAWF access. To access WAWF, the Contractor shall--

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.acquisition.gov>; and

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

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through

WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb.mil/>.

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

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

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

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

**DESTINATION/DESTINATION**

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

Routing Data Table\*

Field Name in WAWF	Data to be entered in WAWF
Pay Official DoDAAC	HQ0338
Issue By DoDAAC	N00174
Admin DoDAAC	HAA225
Inspect By DoDAAC	N00024
Ship To Code	N/A
Ship From Code	N/A
Mark For Code	N/A
Service Approver (DoDAAC)	N00024
Service Acceptor (DoDAAC)	N/A
Accept at Other DoDAAC	N/A
LPO DoDAAC	N/A
DCAA Auditor DoDAAC	HAA225
Other DoDAAC(s)	N/A

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

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

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

(2) For technical WAWF help, contact the WAWF helpdesk at

**IHEODTD 6 - CONTRACT POINTS OF CONTACT (NAVSEA/NSWC IHEODTD) (JAN 2014)**

The following contacts are provided for this contract:

Contract Administrator:

Payments/Invoicing:

Technical Representative:

COR :

The COR will act as the Contracting Officer's representative for technical matters, providing technical direction and discussion, as necessary, with respect to the specification or statement of work, and monitoring the progress and quality of contractor performance. The COR is not an Administrative Contracting Officer and does not have authority to direct the accomplishment of effort which is beyond the scope of the statement of work in the contract (or delivery order).

(a) When, in the opinion of the contractor, the COR requests effort outside the existing scope of the contract (or delivery order), the contractor shall promptly notify the contracting officer (or ordering officer) in writing. No action shall be taken by the contractor under such direction until the contracting officer has issued a modification to the contract (or in the case of a delivery order, until the ordering officer has issued a modification to the delivery order); or until the issue has been otherwise resolved.

(b) In the event that the COR named above is absent due to leave, illness or official business, all responsibility and functions assigned to the COR will be the responsibility of the alternate COR.

Any concerns regarding your contract, should be directed to the above mentioned personnel, or the Contracting Officer

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**CLAUSES INCORPORATED BY REFERENCE:**

252.204-7006 Billing Instructions (OCT 2005)

252.232-7003 Electronic Submission of Payment Requests and Receiving Reports (JUNE 2012)

**SECTION H SPECIAL CONTRACT REQUIREMENTS**

**5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)**

(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:

CPFF/CPIF/ODC			
ITEM	ALLOTTED TO COST	ALLOTTED TO FEE	EST. POP THROUGH
7000			
7100			
9000			
9100			

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

(c) CLINs/SLINs \_\_\_\_\_ are fully funded and performance under these CLINs/SLINs is subject to the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable.

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

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

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

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

**5252.216-9122 LEVEL OF EFFORT – ALTERNATE I (MAY 2010)**

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

(b) Of the total man-hours of direct labor set forth above, it is estimated that man-hours are uncompensated effort.

Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. All other effort is defined as compensated effort. If no effort is indicated in the first sentence of this paragraph, uncompensated effort performed by the Contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

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

(d) The level of effort for this contract shall be expended at an average rate of approximately: Base Year: Option Year 1:, Option Year 2:, Option Year 3:, Option Year 4: hours per week. It is understood and agreed that the rate of man-hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total man-hours of effort prior to the expiration of the term hereof, except as provided in the following paragraph.

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

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

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

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

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

(i) Unless the Contracting Officer determines that alternative worksite arrangements are detrimental to contract performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative worksite plan. The primary worksite is the traditional "main office" worksite. An alternative worksite means an employee's residence or a telecommuting center. A telecommuting center is a geographically convenient office setting as an alternative to an employee's main office. The Government reserves the right to review the Contractor's alternative worksite plan. In the event performance becomes unacceptable, the Contractor will be prohibited from counting the hours performed at the alternative worksite in fulfilling the total level of effort obligations of the contract. Regardless of work location, all contract terms and conditions, including security requirements and labor laws, remain in effect. The Government shall not incur any additional cost nor provide additional equipment for contract performance as a result of the Contractor's election to implement an alternative worksite plan.

(j) Notwithstanding any of the provisions in the above paragraphs and subject to the LIMITATION OF FUNDS or LIMITATION OF COST clauses, as applicable, the period of performance may be extended and the estimated cost may be increased in order to permit the Contractor to provide all of the man-hours listed in paragraph (a) above. The contractor shall continue to be paid fee for each man-hour performed in accordance with the terms of the



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contract.

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

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 Technical Program Manager, via the cognizant Contract Administration Office, the Government will furnish the following for use in the performance of this contract:

**Additional Special Requirements**

**1.0 Government Furnished Equipment (GFE)/Government Furnished Information (GFI):**

The Government shall make available to the Contractor, all pertinent data and materials to execute deliverables of this contract. A list of all GFE/GFI is provided in Section J. A full breakdown of GFI will be provided to the successful Offeror after contract award. All GFE/GFI shall be accounted for and returned to the Government after task completion.

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## SECTION I CONTRACT CLAUSES

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

(a) The Government may extend the term of this contract by written notice(s) to the Contractor within the periods specified below. If more than one option exists, each option is independent of any other option, and the Government has the right to unilaterally exercise any such option whether or not it has exercised other options.

ITEM(S)                      LATEST OPTION EXERCISE DATE

365 days after task order award or exercise of the previous option.

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

(c) The total duration of this contract, including the exercise of any option(s) under this clause, shall not exceed five (5) years, however, in accordance with paragraph (g) of the requirement of this contract entitled "LEVEL OF EFFORT" (NAVSEA 5252.216-9122), if the total manhours delineated in paragraph (a) of the LEVEL OF EFFORT requirement, have not been expended within the period specified above, the Government may require the Contractor to continue to perform the work until the total number of manhours specified in paragraph (a) of the aforementioned requirement have been expended.

### 52.219-28 POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION (JULY 2013)

(a) Definitions. As used in this clause--

Long-term contract means a contract of more than five years in duration, including options. However, the term does not include contracts that exceed five years in duration because the period of performance has been extended for a cumulative period not to exceed six months under the clause at 52.217-8, Option to Extend Services, or other appropriate authority.

Small business concern means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR part 121 and the size standard in paragraph (c) of this clause. Such a concern is ``not dominant in its field of operation" when it does not exercise a controlling or major influence on a national basis in a kind of business activity in which a number of business concerns are primarily engaged. In determining whether dominance exists, consideration shall be given to all appropriate factors, including volume of business, number of employees, financial resources, competitive status or position, ownership or control of materials, processes, patents, license agreements, facilities, sales territory, and nature of business activity.

(b) If the Contractor represented that it was a small business concern prior to award of this contract, the Contractor shall represent its size status according to paragraph (e) of this clause or, if applicable, paragraph (g) of this clause, upon the occurrence of any of the following:

(1) Within 30 days after execution of a novation agreement or within 30 days after modification of the contract to include this clause, if the novation agreement was executed prior to inclusion of this clause in the contract.

(2) Within 30 days after a merger or acquisition that does not require a novation or within 30 days after modification of the contract to include this clause, if the merger or acquisition occurred prior to inclusion of this clause in the contract.

(3) For long-term contracts--

(i) Within 60 to 120 days prior to the end of the fifth year of the contract; and

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(ii) Within 60 to 120 days prior to the date specified in the contract for exercising any option thereafter.

(c) The Contractor shall represent its size status in accordance with the size standard in effect at the time of this representation that corresponds to the North American Industry Classification System (NAICS) code assigned to this contract. The small business size standard corresponding to this NAICS code can be found at <http://www.sba.gov/content/table-small-business-size-standards>.

(d) The small business size standard for a Contractor providing a product which it does not manufacture itself, for a contract other than a construction or service contract, is 500 employees.

(e) Except as provided in paragraph (g) of this clause, the Contractor shall make the representation required by paragraph (b) of this clause by validating or updating all its representations in the Representations and Certifications section of the System for Award Management (SAM) and its other data in SAM, as necessary, to ensure that they reflect the Contractor's current status. The Contractor shall notify the contracting office in writing within the timeframes specified in paragraph (b) of this clause that the data have been validated or updated, and provide the date of the validation or update.

(f) If the Contractor represented that it was other than a small business concern prior to award of this contract, the Contractor may, but is not required to, take the actions required by paragraphs (e) or (g) of this clause.

(g) If the Contractor does not have representations and certifications in SAM, or does not have a representation in SAM for the NAICS code applicable to this contract, the Contractor is required to complete the following representation and submit it to the contracting office, along with the contract number and the date on which the representation was completed:

The Contractor represents that it ( ) is, (X) is not a small business concern under NAICS Code **541330** assigned to contract number N00178-04-D-4026/N0017418F3006.

## **52.244-2 Subcontracts.**

As prescribed in [44.204\(a\)\(1\)](#), insert the following clause:

Subcontracts (Oct 2010)

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

“Approved purchasing system” means a Contractor’s purchasing system that has been reviewed and approved in accordance with [Part 44](#) of the Federal Acquisition Regulation (FAR).

“Consent to subcontract” means the Contracting Officer’s written consent for the Contractor to enter into a particular subcontract.

“Subcontract” means any contract, as defined in FAR [Subpart 2.1](#), entered into by a subcontractor to furnish supplies or services for performance of the prime contract or a subcontract. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders.

(b) When this clause is included in a fixed-price type contract, consent to subcontract is required only on unpriced contract actions (including unpriced modifications or unpriced delivery orders), and only if required in accordance with paragraph (c) or (d) of this clause.

(c) If the Contractor does not have an approved purchasing system, consent to subcontract is

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required for any subcontract that—

(1) Is of the cost-reimbursement, time-and-materials, or labor-hour type; or

(2) Is fixed-price and exceeds—

(i) For a contract awarded by the Department of Defense, the Coast Guard, or the National Aeronautics and Space Administration, the greater of the simplified acquisition threshold or 5 percent of the total estimated cost of the contract; or

(ii) For a contract awarded by a civilian agency other than the Coast Guard and the National Aeronautics and Space Administration, either the simplified acquisition threshold or 5 percent of the total estimated cost of the contract.

(d) If the Contractor has an approved purchasing system, the Contractor nevertheless shall obtain the Contracting Officer's written consent before placing the following subcontracts:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(e)(1) The Contractor shall notify the Contracting Officer reasonably in advance of placing any subcontract or modification thereof for which consent is required under paragraph (b), (c), or (d) of this clause, including the following information:

(i) A description of the supplies or services to be subcontracted.

(ii) Identification of the type of subcontract to be used.

(iii) Identification of the proposed subcontractor.

(iv) The proposed subcontract price.

(v) The subcontractor's current, complete, and accurate certified cost or pricing data and Certificate of Current Cost or Pricing Data, if required by other contract provisions.

(vi) The subcontractor's Disclosure Statement or Certificate relating to Cost Accounting Standards when such data are required by other provisions of this contract.

(vii) A negotiation memorandum reflecting—

(A) The principal elements of the subcontract price negotiations;

(B) The most significant considerations controlling establishment of initial or revised prices;

(C) The reason certified cost or pricing data were or were not required;

(D) The extent, if any, to which the Contractor did not rely on the subcontractor's certified cost or pricing data in determining the price objective and in negotiating the final price;

(E) The extent to which it was recognized in the negotiation that the subcontractor's certified cost or pricing data were not accurate, complete, or current; the action taken by the Contractor and the subcontractor; and the effect of any such defective data on the total price negotiated;

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(F) The reasons for any significant difference between the Contractor's price objective and the price negotiated; and

(G) A complete explanation of the incentive fee or profit plan when incentives are used. The explanation shall identify each critical performance element, management decisions used to quantify each incentive element, reasons for the incentives, and a summary of all trade-off possibilities considered.

(2) The Contractor is not required to notify the Contracting Officer in advance of entering into any subcontract for which consent is not required under paragraph (b), (c), or (d) of this clause.

(f) Unless the consent or approval specifically provides otherwise, neither consent by the Contracting Officer to any subcontract nor approval of the Contractor's purchasing system shall constitute a determination—

(1) Of the acceptability of any subcontract terms or conditions;

(2) Of the allowability of any cost under this contract; or

(3) To relieve the Contractor of any responsibility for performing this contract.

(g) No subcontract or modification thereof placed under this contract shall provide for payment on a cost-plus-a-percentage-of-cost basis, and any fee payable under cost-reimbursement type subcontracts shall not exceed the fee limitations in FAR [15.404-4\(c\)\(4\)\(i\)](#).

(h) The Contractor shall give the Contracting Officer immediate written notice of any action or suit filed and prompt notice of any claim made against the Contractor by any subcontractor or vendor that, in the opinion of the Contractor, may result in litigation related in any way to this contract, with respect to which the Contractor may be entitled to reimbursement from the Government.

(i) The Government reserves the right to review the Contractor's purchasing system as set forth in FAR [Subpart 44.3](#).

(j) Paragraphs (c) and (e) of this clause do not apply to the following subcontracts, which were evaluated during negotiations:

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(End of clause)

**252.203-7003 AGENCY OFFICE OF THE INSPECTOR GENERAL (DEC 2012)**

The agency office of the Inspector General referenced in paragraphs (c) and (d) of FAR clause 52.203-13, Contractor Code of Business Ethics and Conduct, is the DoD Office of Inspector General at the following address:

Department of Defense Office of Inspector General  
Investigative Policy and Oversight Contractor Disclosure Program

4800 Mark Center Drive, Suite 11H25  
Alexandria, VA 22350-1500

Toll Free Telephone: 866-429-8011

**THE FOLLOWING CLAUSES ARE INCORPORATED BY REFERENCE:**

FAR 52.203-13 CONTRACTOR CODE OF BUSINESS ETHICS AND CONDUCT (OCT 2015)

FAR 52.203-16 PREVENTING PERSONAL CONFLICTS OF INTEREST

FAR 52.203-18 PROHIBITION ON CONTRACTING WITH ENTITIES THAT REQUIRE CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS OR STATEMENTS--REPRESENTATION (JAN 2017)

FAR 52.203-19 PROHIBITION ON REQUIRING CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS OR STATEMENTS (JAN 2017)

FAR 52.204-2 Security Requirements (AUG 1996)

FAR 52.204-7 Systems for Award Management (JUL 2013)

FAR 52.204-9 Personal Identity Verification of Contractor Personnel (JAN 2011)

FAR 52.209-10 Prohibition on Contracting With Inverted Domestic Corporations (Nov 2015)

FAR 52.204-10 Reporting Executive Compensation and First-Tier Subcontract Awards (JUL 2013)

FAR 52.204-12 Data Universal Numbering System Number Maintenance (DEC 2012)

FAR 52.204-13 System for Award Management Maintenance (JUL 2013)

FAR 52.209-9 Updates of Publicly Available Information Regarding Responsibility Matters (JUL 2013)

FAR 52.215-2 - Audit and Records – Negotiation. (OCT 2010)

FAR 52.219-8 Utilization of Small Business Concerns (OCT 2014)

FAR 52.219-9 Alt II Small Business Subcontracting Plan (DEVIATION 2016-O0009) (AUG 2016)

FAR 52.222-41 Service Contract Labor Standards (MAY 2014)

FAR 52.222-50 Combating Trafficking in Persons (Mar 2015)

FAR 52.222-62 Paid Sick Leave Under Executive Order 13706 (JAN 2017)

FAR 52.223-18 Encouraging Contractor Policies to Ban Text Messaging While Driving (AUG 2011)

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FAR 52.224-1 Privacy Act Notification (APR 1981)

FAR 52.224-2 Privacy Act (APR 1984)

FAR 52.224-3 Privacy Training (JAN 2017)

FAR 52.232-22 Limitation of Funds (APR 1984)

FAR 52.232.39 Unenforceability of Unauthorized Obligations (JUN 2013)

FAR 52.232-40 Providing Accelerated Payments to Small Business Subcontractors (DEC 2013)

FAR 52.232-18 Availability of Funds (Apr 1984)

FAR 52.233-3 Protest After Award (Aug. 1996)

FAR 52.233-4 Applicable Law For Breach of Contract Claim (OCT 2004)

FAR 52.236-13 Accident Prevention (NOV 1991)

FAR 52.245-1 Government Property (Jan 2017)

FAR 52.245-9 Use and Charges (Apr 2012)

DFARS 252.203-7000 Requirements Relating to Compensation of Former DoD Officials. (SEPT 2011)

DFARS 252.203-7002 Requirement to Inform Employees of Whistleblower Rights (SEP 2013)

DFARS 252.203-7003 Agency Office of the Inspector General (DEC 2012)

DFARS 252.204-7000 Disclosure of Information (AUG 2013)

DFARS 252.204-7002 Payment for Subline Items Not Separately Priced (DEC 1991)

DFARS 252.204-7003 Control of Government Personnel Work Product (APR 1992)

DFARS 252.204-7004 Alternate A, System for Award Management. (FEB 2014)

DFARS 252.204-7005 Oral Attestation of Security Responsibilities (NOV 2001)

DFARS 252.204-7008 Compliance with Safeguarding Covered Defense Information Controls. (DEC 2015)

DFARS 252.204-7009 Limitations on the Use or Disclosure of Third-Party Contractor Reported Cyber Incident Information (DEC 2015)

DFARS 252.204-7012 Safeguarding of Unclassified Controlled Technical Information (NOV 2013)

DFARS 252.204-7015 Disclosure of Information to Litigation Support Contractors (FEB 2014)

DFARS 252.211-7007 Reporting of Government-Furnished Property (AUG 2012)

DFARS 252.219-7003 Small Business Subcontracting Plan (DoD Contracts) (MAR 2016)

DFARS 252.222-7006 Restrictions on the Use of Mandatory Arbitration Agreements (DEC 2010)

DFARS 252.225-7048 Export-Controlled Items (JUNE 2013)

DFARS 252.227-7013 Rights in Technical Data--Noncommercial Items (FEB 2014)

DFARS 252.227-7016 Rights in Bid or Proposal Information (JAN 2011)

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DFARS 252.227-7025 Limitations on the Use or Disclosure of Government-Furnished Information Marked with Restrictive Legends (MAY 2013)

DFARS 252.227-7030 Technical Data – Withholding of Payment (MAR 2000)

DFARS 252.227-7037 Validation of Restrictive Markings on Technical Data (JUN 2013)

DFARS 252.232-7003 Electronic Submission of Payment Requests and Receiving Reports (JUN 2012)

DFARS 252.232-7010 Levies on Contract Payments (DEC 2006)

DFARS 252.245-7001 Tagging, Labeling, and Marking of Government-Furnished Property (APR 2012)

DFARS 252.245-7002 Reporting Loss of Government Property (APR 2012)

DFARS 252.245-7003 Contractor Property Management System Administration (APR 2012)

DFARS 252.245-7004 Reporting, Reutilization, and Disposal (MAR 2015)

DFARS 252.246-7004 Safety of Facilities, Infrastructure, and Equipment for Military Operations (OCT 2010)

DFARS 252.247-7023 Transportation of Supplies by Sea (APR 2014)



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## **SECTION J LIST OF ATTACHMENTS**

Attachment A - DD 254 (Dated 07/26/2018)

Attachment B - Non Disclosure

Exhibit A - Revised CDRLs dated 5 November 2018

Attachment C - Quality Assurance Surveillance Plan (QASP)

Exhibit B - Government Furnished Equipment List