

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE <b>U</b>		PAGE OF PAGES <b>1 2</b>	
2. AMENDMENT/MODIFICATION NUMBER <b>P00001</b>		3. EFFECTIVE DATE <b>03/31/2020</b>		4. REQUISITION/PURCHASE REQUISITION NUMBER <b>N3904020RC00286</b>		5. PROJECT NUMBER (If applicable) <b>N/A</b>	
6. ISSUED BY CODE <b>PORTSMOUTH NAVAL SHIPYARD Contracting Division, Code 410 Bldg 153,6th Floor Kittery, ME 3904</b>		3. EFFECTIVE DATE <b>N39040</b>		7. ADMINISTERED BY (If other than Item 6) CODE <b>DCMA Manassas 14501 George Carter Way, 2nd Floor Chantilly, VA 20151</b>		CODE <b>S2404A</b> SCD <b>C</b>	
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code) <b>CACI,INC-FEDERAL 14370 Newbrook Drive Chantilly, Virginia 20151</b>				<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NUMBER  <input type="checkbox"/> 9B. DATED (SEE ITEM 11)		<input checked="" type="checkbox"/> 10A. MODIFICATION OF CONTRACT/ORDER NUMBER <b>N0017819D7295/N3904020F3000</b>  <input type="checkbox"/> 10B. DATED (SEE ITEM 13) <b>03/20/2020</b>	
CODE <b>1QU78</b>		FACILITY CODE <b>114896066</b>					

**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 \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT 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 letter or electronic communication, provided each letter or electronic communication 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 NUMBER AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.
<input type="checkbox"/>	
<input checked="" type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

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

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

SEE PAGE 2

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

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

Previous edition unusable

# General Information

P00001: The purpose of this unilateral modification is to update the Kittery Wage Determination from an even numbered to an odd numbered, and add an odd numbered Portsmouth Wage Determination; Attachment 1 is replaced for Kittery, and Attachment 6 is added for Portsmouth. No cost or funding changes. All other terms and conditions remain the same.

Delete: N3904020F3000\_Attachment\_1\_Wage-Determination\_2015-4012\_R10\_D190425

Add: N3904020F3000\_Attachment\_1\_Wage-Determination\_2015-4011\_R12\_D191223

Add: N3904020F3000\_Attachment\_6\_Wage-Determination\_2015-4013\_R13\_D191223

No LLA Changes.

The total amount of funds obligated to the task order is hereby increased/decreased from \$3,778,000.00 by \$0.00 to \$3,778,000.00.

The total value of the task order is hereby increased/decreased from \$83,189,359.19 by \$0.00 to \$83,189,359.19.



# Section B - Supplies and Services

## CLIN - SUPPLIES OR SERVICES

### Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
2101	R425	CLIN 2101 – SHAPEC Engineering Support, in accordance with the PWS. POP is 4/1/2020-3/31/2021 (O&MN,N)		Lot			\$6,072,915.51
210101	R425	All SHAPEC Codes: 246/250/260/270 /280/290 (O&MN,N)					
2102	R425	CLIN 2102 – DSSP Engineering Support, in accordance with the PWS. POP is 4/1/2020-3/31/2021 (O&MN,N)		Lot			\$3,324,352.07
210201	R425	Code 205 (O&MN,N)					
210202	R425	Code 206.3 (O&MN,N)					
210203	R425	Code 206.5 (O&MN,N)					
210204	R425	Code 206.2 (O&MN,N)					
2103	R425	CLIN 2103 – Waterfront Engineering Support, in accordance with the PWS. POP is 4/1/2020-3/31/2021 (O&MN,N)		Lot			\$3,467,813.66
210301	R425	Code 270.6 (O&MN,N)					
210302	R425	Code 245 NAVSUP Rec.Insp. (O&MN,N)					
210303	R425	Code 245 VA, 245 OH, 250 OH (O&MN,N)					
2201	R425	CLIN 2201 – SHAPEC Engineering Support, in accordance with the PWS. POP is 4/1/2021-3/31/2022 (O&MN,N) Option		Lot			\$6,560,132.36
2202	R425	CLIN 2202 – DSSP Engineering Support, in accordance with the PWS. POP is 4/1/2021-3/31/2022 (O&MN,N) Option		Lot			\$4,538,694.22
2203	R425	CLIN 2203 – Waterfront Engineering Support, in accordance with the PWS. POP is 4/1/2021-3/31/2022 (O&MN,N) Option		Lot			\$3,747,818.14
2301	R425	CLIN 2301 – SHAPEC Engineering Support, in accordance with the PWS. POP is 4/1/2022-3/31/2023 (O&MN,N) Option		Lot			\$6,986,233.76
2302	R425	CLIN 2302 – DSSP Engineering Support, in accordance with the PWS. POP is 4/1/2022-3/31/2023 (O&MN,N) Option		Lot			\$5,851,583.72
2303	R425	CLIN 2303 – Waterfront Engineering Support, in accordance with the PWS. POP is 4/1/2022-3/31/2023 (O&MN,N) Option		Lot			\$3,858,224.63
2401	R425	CLIN 2401 – SHAPEC Engineering Support, in accordance with the PWS. POP is 4/1/2023-3/31/2024 (O&MN,N)		Lot			\$7,392,010.25

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
		Option					
2402	R425	CLIN 2402 – DSSP Engineering Support, in accordance with the PWS. POP is 4/1/2023-3/31/2024 (O&MN,N)		Lot			\$6,435,778.12
		Option					
2403	R425	CLIN 2403 – Waterfront Engineering Support, in accordance with the PWS. POP is 4/1/2023-3/31/2024 (O&MN,N)		Lot			\$3,973,673.82
		Option					
2501	R425	CLIN 2501 – SHAPEC Engineering Support, in accordance with the PWS. POP is 4/1/2024-3/31/2025 (O&MN,N)		Lot			\$7,690,050.09
		Option					
2502	R425	CLIN 2502 – DSSP Engineering Support, in accordance with the PWS. POP is 4/1/2024-3/31/2025 (O&MN,N)		Lot			\$7,411,413.70
		Option					
2503	R425	CLIN 2503 – Waterfront Engineering Support, in accordance with the PWS. POP is 4/1/2024-3/31/2025 (O&MN,N)		Lot			\$4,092,847.14
		Option					

ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
3101	R425	CLIN 3101 – Travel in accordance with the PWS. POP is 4/1/2020-3/31/2021 (O&MN,N)			
3201	R425	CLIN 3201 – Travel in accordance with the PWS. POP is 4/1/2021-3/31/2022 (O&MN,N)			
		Option			
3301	R425	CLIN 3301 – Travel in accordance with the PWS. POP is 4/1/2022-3/31/2023 (O&MN,N)			
		Option			
3401	R425	CLIN 3401 – Travel in accordance with the PWS. POP is 4/1/2023-3/31/2024 (O&MN,N)			
		Option			
3501	R425	CLIN 3501 – Travel in accordance with the PWS. POP is 4/1/2024-3/31/2025 (O&MN,N)			
		Option			

FFP / NSP Items:

Item	PSC	Supplies/Services	Qty	Unit	Unit Price	Total Price
4101		Not Separately Priced CLIN 4101 - Exhibit A: Data Requirements for SHAPEC Line Item 2101 (and options 2201, 2301, 2401, 2501).				
4102		Not Separately Priced CLIN 4102 - Exhibit B: Data Requirements for DSSP Line Item 2102 (and options 2202, 2302, 2402, 2502).				

Item	PSC	Supplies/Services	Qty	Unit	Unit Price	Total Price
4103	Not Separately Priced CLIN 4103 - Exhibit C: Data Requirements for Waterfront Line Item 2103 (adoptions 2203, 2303, 2403, 2503).					

#### CLAUSES INCORPORATED BY FULL TEXT

##### B-215-H001 MAXIMUM RATES (NAVSEA) (OCT 2018)

(a) Maximum Pass Through Rates – Applicable to all Task Orders Types. The pass through rate is defined as the cumulative amount of the two elements listed below divided by the price paid to the subcontractor or the vendor:

(1) any and all prime contractor indirect costs including, but not limited to: overhead, material handling charges, G&A, burdens and mark-ups; and

(2) any and all prime contractor profit or fee\*

\*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.

(b) The Contractor agrees that the maximum pass-through rate that shall be charged against any non-ODC CLIN where labor is proposed under this contract shall not exceed For purposes of the maximum pass-through, any effort provided by a division, subsidiary or any other entity of the prime contractor shall not be considered subcontracted effort and all fee/profit must be provided at the prime level subject to the limitations specified in this contract.

(c) Maximum Profit/Fee Rate – Applicable to Cost Plus Fixed Fee CLINs Only. Contractor compliance with the maximum fee rate on CPFF CLINs is applicable at the time of task order award and is based on the ratio of fixed fee to the estimated cost. A proposed fee at the task order level that is higher than the maximum fee rate stated in the offeror’s base contract shall render the contractor’s proposal unacceptable. The Contractor agrees that the maximum fixed fee rate shall not exceed Fee becomes a fixed dollar amount at the time of task order award and is subject to the provisions of the Level of Effort clause of the task order. The maximum fee rate being proposed at the task order level by the prime contractor shall flow down to all subcontractors/consultants included as part of your (the Prime) proposal.

(d) Other Direct Costs and Travel. No fee is allowed on Other Direct Costs or Travel. Indirect cost elements such as G&A and material handling may be applied to ODCs but may not include fee.

(End of text)

##### B-231-H001 TRAVEL COSTS (NAVSEA) (OCT 2018)

(a) Except as otherwise provided herein, the Contractor shall be reimbursed for its actual travel costs in accordance with FAR 31.205-46. The travel costs to be reimbursed shall be those costs for which the Contractor has maintained appropriate documentation and which have been determined to be allowable, allocable, and reasonable by the Procuring Contracting Officer, Administrative Contracting Officer, or their duly authorized representative.

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

(End of text)

#### B-231-H002 WORKSITE TRAVEL COSTS (NAVSEA) (OCT 2018)

(a) The contractor shall not charge, and the Government shall not pay, as an allowable cost under this contract, any manhour costs (whether straight-time or overtime) for contractor personnel or subcontractor personnel traveling to or from worksites, including travel to worksites other than the contractor's facility for performance of contract work.

(b) Workers being paid under this contract, as prime contractor personnel or subcontractor personnel, will complete a full shift at the worksite, and no compensation will be paid for travel time before or after the shift.

(c) This requirement pertains only to payments for travel time before or after these workers' regular shifts (commuting costs), and does not apply to legitimate travel costs incurred during normal working hours, provided that those costs are otherwise reasonable, allocable and allowable and approved in writing by the Government. This requirement does not apply to manufacturer's representatives or Original Equipment Manufacturer (OEM) representatives when specifically required by the Government work specifications.

(d) Additionally, the contractor shall not charge, and the Government shall not pay, any transportation costs under this contract associated with transporting contractor or subcontractor personnel between the contractor's facility (or subcontractor's facility), and any other worksite to perform ship repair, maintenance or modernization. Transportation costs include, but are not limited to, bus fare, car fare, train fare, or boat fare, paid by the work force, or paid by the contractor on behalf of the work force.

(End of text)

#### B-232-H004 PAYMENTS OF FEE(S) (LEVEL OF EFFORT)--BASIC (NAVSEA) (OCT 2018)

(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.

(b) The Government shall make payments to the Contractor, subject to and per 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 equal to    of the allowable cost of each invoice 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 (percentage of fee is based on fee dollars divided by estimated cost dollars, including facilities capital cost of money). Fee shall not be applied on Facilities Capital Cost of Money per FAR 15.404-4(c)(3) and DFARS 215-404-71-4. Total fee(s) paid to the Contractor shall not exceed the fee amount(s) set forth in this contract.

(c) The fee(s) specified in SECTION B, and payment thereof, is subject to adjustment pursuant to paragraph (g) of the text entitled Level of Effort. If the fee(s) is reduced and the reduced fee(s) is less than the sum of all fee payments made to the Contractor under this contract, the Contractor shall repay the excess amount to the Government. If the final adjusted fee exceeds all fee payments made to the contractor under this contract, the Contractor shall be paid the additional amount, subject to the availability of funds. In no event shall the Government be required to pay the Contractor any amount in excess of the funds obligated under this contract at the time of the discontinuance of work.

(d) Fee(s) withheld pursuant to the terms and conditions of this contract shall not be paid until the contract has been modified to reduce the fee(s) per the text entitled Level of Effort", or until the Procuring Contracting Officer has advised the paying office in writing that no fee adjustment is required.

(End of text)

**CLAUSES INCORPORATED BY FULL TEXT****B-232-H006 LIMITATION OF COST OR LIMITATION OF FUNDS CLARIFICATION (NAVSEA) (OCT 2018)**

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.

(End of text)



# Section C - Description/Specifications/Statement of Work

## PERFORMANCE WORK STATEMENT (PWS)

PORTSMOUTH NAVAL SHIPYARD

SHIPS AVAILABILITY PLANNING & ENGINEERING CENTER (SHAPEC),

NON-NUCLEAR WATERFRONT ENGINEERING (WATERFRONT) SUPPORT,

and DEEP SUBMERGENCE SYSTEMS PROGRAM (DSSP) OFFICE SUPPORT

### 1. INTRODUCTION:

1.1. Background - The Contractor shall provide personnel who are proficient to provide the necessary engineering, technical, administrative and managerial support in accordance with this Performance Work Statement (PWS). These personnel shall provide services to the various divisions that comprise the Engineering and Planning Department (EPD) that provides advance planning services by the Ships Availability Planning and Engineering Center (SHAPEC), execution support of submarine maintenance and Other Productive Work (OPW) that the Portsmouth Naval Shipyard (PNS) is contracted to perform for the Department of Defense (DoD) and the Deep Submergence Systems Program (DSSP) Office, at Portsmouth Naval Shipyard or the Detachment in Point Loma, California.

The Contractor shall provide the resources necessary to ensure the program tasks are accomplished efficiently, satisfactorily, cost effectively and with the highest standards.

PNS advanced planning effort is performed by the Ships Availability Planning and Engineering Center (SHAPEC). SHAPEC is tasked to issue standardized written Technical Work Documents (TWD) for all Depot-level (D-level) maintenance on 688 and 774 class Submarines. The purpose of these positions is to provide various disciplines' technical, engineering, quality assurance, process development, and consulting and content management services support to the Ship Availability Planning and Engineering Center (SHAPEC). The Contractor shall provide technical support primarily in the Material Support (Code 245), Test (Code 246), Structural (Code 250), Piping/Mechanical (Code 260), Electrical/Electronic (Code 270), SSN Planning (Code 280) and Combat Systems (Code 290) with frequent interface with other Shipyard Departments/Offices and outside activities (e.g. other private and Naval Shipyards, Submarine Maintenance Engineering, Planning and Procurement (SUBMEPP), Naval Sea Systems Command (NAVSEA), etc.)

PNS engineering provides support of the execution of submarine D-level maintenance and OPW. The purpose of these positions is to provide various disciplines' technical, engineering, quality assurance, process development, and consulting and content management services support to PNS Engineering, Production and Quality Assurance Departments. The Contractor shall provide support in the various support branches in the Submarine Safety (SUBSAFE) (Code 200S), Engineering Process Control Division (Code 220), Temporary and Emergency Systems (Code 230), Code 245, Test Engineering (Code 246), Code 250, Code 260, Code 270, Code 290 with frequent interface with other Shipyard Departments/Offices and outside activities (e.g. other private and Naval Shipyards, SUBMEPP, NAVSEA, Naval Sea Logistics Center (NSLC), Naval Supply Systems Command Weapon Systems Support (NAVSUP WSS), Defense Logistics Agency (DLA), Supervisor of Shipbuilding Conversion and Repair (SUPSHIP), etc.)

PNS is also tasked to provide technical support for Code 200DSS assets which include the Submarine Rescue and Diving Recompression System (SRDRS) Program, Submarine Rescue Chamber (SRC), Submarine Escape and Immersion Equipment (SEIE) Program, Submarine Emergency Position Indicating Radio Beacon (SEPIRB), Special Operation Forces (SOF) Undersea Mobility Platforms, Dry Deck Shelters (DDS), Unmanned Underwater Vehicles (UUV), Dry Combat Submersible (DCS), and other emerging programs.

Support required will be in the areas of engineering, technical, planning, deficiency resolution, and administration for Waterfront EPD, SHAPEC and DSSP work as defined below:

Engineering, technical and planning support will be in the areas of Job Summaries (JS), TWDs, Ship Selected Records, and the preparation, review, storage and retrieval of other Engineering produced documents.

Support of the non-nuclear supply chain management at PNS which includes the identification, ordering, procurement, and resolution of technical material issues for all non-nuclear materials (controlled and non-controlled) and material processes for various engineering, inspection and production departments in support of all non-nuclear systems for Shipyard availabilities (on and off yard) and Portsmouth Naval Shipyard Detachment San Diego (PNSDETSD) and OPW.

Support of PNS SUBSAFE, Fly-By-Wire (FBW) and controlled material programs.

Configuration Overhaul Planning, Electronic Technical Work Document (eTWD) readiness and improvement initiatives, equipment/document validations and document / database management, Field Change Engineering, Liaison Action Reports, Hazard Analysis reporting, engineering change reports, and technical drawing support. Administrative support will be in the areas of data processing, report preparation and general clerical efforts.

Installation, maintenance, removal, refurbishment and storage of temporary shipboard systems and emergency support in case of fire or flooding.

Testing of Shipboard systems.

1.2. Scope – The contractor in support of PNS Waterfront Engineering and SHAPEC, is tasked to issue standardized written work instructions for all D-level maintenance primarily on 688 and 774 class Submarines. This PWS requires the development of a Work Breakdown Structure (WBS), developing technical ties within this WBS, identifying what material is required for the work authorized and provide the necessary certification documentation within the work instructions. The Contractor, in support of PNS DSSP Office and SHAPEC is tasked to provide experienced engineering and technical services to Code 200DSS in the form of original design, cost & engineering analysis, redesign, testing, maintenance programs and detailed procedures, drafting, technical writing, estimate cost and schedule of alterations, provide software support for digital databases and assist with fleet interface and support. The Contractor, in support of PNS execution of submarine overhaul and OPW is tasked to provide experienced engineering and technical services to support waterfront Engineering, Testing and Test writing, and the SUBSAE Office.

The Contractor shall be required to enter data and information into various software systems in order to accomplish the tasks defined herein.

The contractor shall be required to possess a working knowledge of:

Microsoft Office, including Word, Excel, Power Point, Access Database, and Outlook.

Also, the contractor shall be required to utilize the Advanced Industrial Management (AIM) system, Material Requirements (MRQT), the Automated Technical Information System (ATIS), Deficiency Tracking System (DTR) and Joint Engineering Data Management Information and Control System (JEDMICS) plus the SHAPEC Project Engineering databases.

The contractor shall be knowledgeable of the shipyard organization and processes. The contractor is responsible to ensure the requirements of NAVSEA 0902-018-2010 General Overhaul Specifications for Deep Diving (DDGOS) for nuclear-powered ballistic missile submarines (SSBNs)/ nuclear-powered general-purpose attack submarines (SSN) in support of submarine repair and overhaul are met. In the case of error, omission, discrepancy or lack of clarity in drawings, specifications, standards and standard/type drawings, the contractor shall notify the activity and request clarification. Work performed based on such an error, omission, discrepancy or lack of clarity shall be at the contractor's own risk. In addition, contractors assigned to DSS are responsible to ensure the requirements of NAVSEA SS800-AG-MAN-010/P-9290, System Certification Procedures and Criteria Manual for Deep Submergence Systems, Scope of Certification (SOC) Systems and Submarine Flight Critical Component (SFCC) Systems, and Det Norske Veritas and Germanischer Lloyd classifications/ survey requirements (DNV-GL) for repair and overhaul of DSS systems are met.

The contractor shall be knowledgeable of the shipyard process for material identification and control that will ensure Non-Nuclear Non-Level I materials (metallic and non-metallic), which are to be permanently installed in Naval vessels, where failure could affect ship reliability or safety during construction, repair, and/or overhaul per (NAVSEA INST 4855.30), authorized Availability Work Packages AWP), various invoked and standing shipyard Process Instructions (PIs), corporate Uniform Industrial Process Instructions (UIPI) and Uniform Industrial Process Instructions Portsmouth Release (UREL) and SHAPEC Instructions including Task Group Instructions (TGIs) and Job Summary (JS) Guidelines.

The Contractor shall provide technical support to develop the correct WBS based on the authorized work package for any project that Waterfront Engineering or SHAPEC is working.

The Contractor shall provide technical support to develop budget guidance and workload. The Authorized Availability Work Package (AWP) shall be used to determine what tasks are needed to be developed.

The Contractor shall provide technical support to develop, review and edit Job Summaries.

The Contractor shall provide technical support to develop, prepare and review Task Group Instructions (TGIs).

The Contractor shall provide technical support to research, identify and order material necessary for authorized work.

The Contractor shall provide technical support to develop and/or review and respond to Deficiency Form (DF) problems; Deficiency Logs (DLs) and Deficiency Reviews (DRs) for availabilities assigned to Waterfront Engineering and SHAPEC and use this information to update the work instruction with Lessons Learned.

The Contractor shall perform independent reviews of Waterfront Engineering and SHAPEC Job summaries and TGI's.

The contractor shall provide software engineering and analysis work which shall support DSSP Personnel. The work shall involve writing programs and developing software tools and databases that organize, enable and facilitate the engineering work being accomplished by DSSP personnel including products for safety analysis and management databases and tools, Deep Submergence tools for configuration management and user support, Deep Submergence systems configuration drawing and parts management, and user utilities management.

The contractor shall assist in the investigation and development of resolutions to various engineering related problems including Liaison Action Reports, Field Changes, Drawing Reviews, Engineering Analysis, Safety Analysis and Lifting/Handling issues, Departure from Specifications, drafting Memorandums of Agreement, schedule shipboard repairs/installations /testing, and assist management in developing Statements of Work for testing at other facilities.

The contractor shall provide technical support for the Submarine Rescue and Diving Recompression System (SRDRS) Program, which includes the Submarine Rescue System (SRS) and all support equipment. The contractor shall provide continuing knowledge support for Submarine Escape and Immersion Equipment (SEIE), Submarine Emergency Position Indicating Radio Beacon (SEPIRB) and SubRescue user support activities, Special Operation Forces (SOF) Undersea Mobility Platforms and other Deep Submergence Systems programs.

The contractor shall provide long term logistical planning and Planned Maintenance for DSSP assets.

The contractor shall provide technical support for development and use of temporary and emergency response systems which shall support Code 230 Personnel.

The contractor shall provide technical support for testing of Shipboard systems which shall support Code 246 Personnel.

The contractor shall provide advisory, technical and analytical support for PNS SUBSAFE, FBW, SOC and SFCC material support programs which shall support Code 200S and Code 245.

1.3. Place of Performance - Contractor shall conduct services on-site at Waterfront Engineering, SHAPEC and DSSP office spaces primarily located at Portsmouth Naval Shipyard located at Kittery, Maine. Support may also be required at field locations including but not limited to vendor factory locations, remote detachments, in-field locations or contractor-provided, NNPI certified spaces. The following are typical locations: San Diego, CA, Washington, DC, Bremerton WA, Little Creek, VA, Pearl Harbor, HI, Panama City, FL Norfolk VA.

1.4. Period of Performance-

1.4.1.

The Period of Performance:

Base period: 01 April 2020 through 31 March 2021

Four (1) one year options:

Option period 1: 01 April 2021 through 31 March 2022

Option period 2: 01 April 2022 through 31 March 2023

Option period 3: 01 April 2023 through 31 March 2024

Option period 4: 01 April 2024 through 31 March 2025

1.4.2.

Management and Administration hours of work: The contractor shall be required to conform to the work schedule as dictated by the Waterfront Engineering, SHAPEC and DSSP Directors. The Contractors regular working hours shall typically range from 0600 to 1700 Monday through Friday.

## **2. CONTRACTOR REQUIREMENTS FOR SHAPEC:**

The Contractor shall provide technical support to develop and review Job Summaries, prepare and review Task Group

Instructions (TGIs), provide total Quality Assurance (QA) services for above products on Submarines assigned to Ships Availability Planning and Engineering Center and provide engineering support for DSSP assets within the deep submergence domain. During the total period of this contract, it is estimated that SHAPEC shall be actively planning 50 or more Chief of Naval Operations (CNO) availabilities per year.

The Contractor shall provide the necessary timely support to meet emergent requirements as requested by the Contracting Officer Representative (COR), program manager, technical point of contact, or other properly designated authority.

2.1. Task / Knowledge Requirements - Task requirements as described below are indicative of expected knowledge requirements and should not be considered all-inclusive of the tasking that may be required, nor will every requirement described below necessarily be requested of the Contractor if, as work progresses, an alternative and more efficient method is found to perform the work. Program specific information will be provided by the government when applicable. The Contractor must have recent, relevant, technical experience with the below submarine systems and industrial processes and logistical support.

2.1.1.

Testing – Code 246 SH

- Work Test Relationships (WTRs)

2.1.2.

Structural – Code 250 SH

- Superstructure and Fairwater
- Non-Pressure Hull
- Tanks, Built-in
- Internal Structural Bulkheads
- Submarine Structural welding
- Pressure Hull Treatment, Special Hull Treatment (SHT)
- MIP (mold in place)

- Tanks, Built-in Paint
- Painting, Interior and Bilges
- Coverings
- Insulation (Hull, Bulkhead, Deck)

### 2.1.3.

#### Mechanical – Code 260SH

- Ventilation
- High Pressure Air
- Steering and Diving (Hydraulics)
- Low Pressure Blow
- Service Air
- Hatches
- Atmosphere Control
- Oxygen (Main Oxygen and Oxygen Generator)
- Emergency Ballast Tank Blow
- Emergency Breathing Air
- Ship's Service Hydraulic
- External Hydraulic
- Main Sea Water
- Air Conditioning
- Refrigeration
- Plumbing
- Trim
- Potable Water
- Buoyancy Control
- Steering and Diving Mechanical
- Mooring, Towing and Anchor Handling
- Electronic Equipment Fresh Water Cooling
- Auxiliary Sea Water
- Drain
- Hovering and Depth Control
- Diesel Supporting
- Snorkel
- Main Steam (Non-Nuclear)

- Main Propulsion Turbines
- Secondary Propulsion

#### 2.1.4.

##### Electrical – Code 270SH

- Electric Power Distribution
- Motor Generator Sets (60 Hz and 400 Hz)
- Ship Service Motor Generator (500 Kw)
- Interior Communications Systems
- Electric Tank Level Systems
- Switchboards
- Submarine Batteries
- Electric Pressure Indicating Systems

#### 2.1.5.

##### SSN Planning – Code 280SH

- Process Engineering
- eTWD Implementation Initiatives
- Develop and Maintenance of SHAPEC Technical Assessments
- Develop SHAPEC Process Improvements
- Quality Assurance
- SUBSAFE Support
- SPEAR Support
- SPEAR support includes VB.Net, ASP.Net, MSSQL Server, HTML development, CSS, JavaScript, VBA

#### 2.1.6.

##### Electronic/Combat Systems – Code 290SH

- Torpedo Tubes
- Weapons Handling and Stowage
- 3 Inch Launcher
- Signal Ejectors
- Vertical Launch
- Torpedo Ejection
- Radar
- Navigation
- Sonar, Active & Passive
- Radio

- Fire Control

## 2.2. Specific subtasks that must be accomplished:

### 2.2.1. Subtask One in support of SHAPEC Codes 246, 250, 260, 270, and 290:

#### 2.2.1.1.

Job Summaries: A Job Summary establishes the boundary for work in a Ship's Work List Item Number (SWLIN) based on some common relationship. A Job Summary is a group of Component Unit (CU) Phases that accomplish work in a SWLIN and provides a structured collection of specialized information to enable further work, scheduling and management review of the work. The contractor shall develop Job Summaries and order material using Advanced Industrial Management (AIM) and Material Requirements (MRQT) respectively. The Contractor shall provide SHAPEC on-site technician support for development of Job Summaries for the aforementioned systems when authorized by a submarine hull specific AWP.

#### 2.2.1.1.1.

The Contractor shall:

##### 2.2.1.1.1.1.

Review the line items assigned to them by SHAPEC Management from the AWP and determine the necessary phases of work required to complete the authorized work.

##### 2.2.1.1.1.2.

Review for correct Work Breakdown Structure in accordance with Job Summary guidelines as necessary.

##### 2.2.1.1.1.3.

Use the Advanced Industrial Management (AIM) software, copy phases from a history project or create new CU phases.

##### 2.2.1.1.1.4.

Review or create tasks at the shop trade skill level to complete work.

##### 2.2.1.1.1.5.

Review/identify hours and duration for each task and verify that they are in accordance with Job summary guidelines and corporate SHAPEC estimates.

##### 2.2.1.1.1.6.

Use the Advanced Industrial Management (AIM) software and the Job summary guidelines to create or review and/or verify that each phase of work is properly tied to line items, references, special requirements, area of responsibilities and related other work.

##### 2.2.1.1.1.7.

Identify or update the required material needed using maintenance standards and drawings and input these into the Material Requirements software (MRQT).

2.2.1.1.1.8. The Contractor's Senior Engineering Technicians shall perform all the above and provide guidance to other Contractors when necessary. These tasks would include determining correct hull to use as a template when there is not a clear match. Determining what hull to use for Lessons Learned when there is not a

clear choice. Perform independent reviews to ensure that Job Summaries meet above requirements.

#### 2.2.1.2.

Measureable Performance - The Contractor shall be measured in performance of assigned duties by complying with established SHAPEC policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the SHAPEC due date per their work lists.

#### 2.2.2. Subtask Two in support of SHAPEC Codes 246, 250, 260, 270, and 290:

##### 2.2.2.1.

Task Group Instructions (TGIs): A TGI is the AIM document that provides detailed work instructions and technical information for accomplishment of specific work in a Component Unit (CU) Phase. The contractor shall prepare TGIs using templates and a database provided by the Shipyard. The Shipyard shall assist with AIM training. The contractor shall be provided access to the Shipyard Local Area Network (LAN) as required accessing information and to prepare or revise TGIs.

##### 2.2.2.1.1.

The Contractor shall:

###### 2.2.2.1.1.1.

Review the AWP and Job Summaries and determine scope of work

###### 2.2.2.1.1.2.

Identify best project to roll TGIs from by comparing like work and using SHAPEC requirements matrix.

###### 2.2.2.1.1.3.

Review applicable drawings and other technical documentation that applies and update TGI for applicable hull.

###### 2.2.2.1.1.4.

Review and ensure that TGIs meets all requirements in accordance with the SHAPEC TGI Guidelines

###### 2.2.2.1.1.5.

Review and ensure that technical information in the TGI meets the requirements of the SUBSAFE program,

Level 1 material control program, Scope of Certification (SOC) program, fly by wire (FBW) program, Deep Diving General Overhaul Specification (DDGOS) manual, submarine maintenance standards, various technical manuals and applicable drawings as required.

2.2.2.1.1.6. The Contractor's Senior Engineering Technicians or designees shall perform all the above and provide guidance to other technicians when necessary. These tasks would include determining correct hull to use as a template when there is not a clear match. Determining what hull to use for lessons learned when there is not a clear choice. Perform independent reviews to ensure that TGIs meet above requirements

##### 2.2.2.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established SHAPEC policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the SHAPEC due date per their work lists.



2.2.3. Subtask Three in support of SHAPEC Codes 246, 250, 260, 270, and 290:

2.2.3.1.

Deficiency Forms (DFs) and SHAPEC Action Request (SHAR) forms: Deficiency Forms include both Deficiency Logs (DLs) and Deficiency Reports (DRs). DLs identify problems found by the waterfront codes during issue or accomplishment of TGIs which require resolution. DRs report problems which are beyond the scope of authorized work and/or shipboard deficiencies as result of inspections required by TGIs. The contractor shall investigate and review these and update information in Job summaries and TGIs that the contractor is assigned.

2.2.3.1.1.

The Contractor shall:

2.2.3.1.1.1.

Review SHAPEC requirements matrix and HIT KIT for the same job that is assigned and ensure that all lessons learned are incorporated into TGIs.

2.2.3.1.1.2.

Review DRs that have been identified as applicable to your job by SHAPEC management and incorporate as necessary.

2.2.3.1.1.3.

Review SHARs and incorporate as necessary.

2.2.3.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established SHAPEC policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the SHAPEC due date per their work lists.

2.2.4. Subtask Four in support of SHAPEC Codes 246, 250, 260, 270, and 290:

2.2.4.1.

Sales Cost Estimates. Cost estimates result from Job Summary actions and authorized additional ShipAlts.

2.2.4.1.1.

The Contractor shall:

2.2.4.1.1.1.

Review the estimate at the task level and verify that it meets the requirements of the SHAPEC guidelines. Update as necessary.

2.2.4.1.1.2.

Compare estimates to corporate planning estimates and make sure they are equal for like work.

## 2.2.4.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established SHAPEC policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the SHAPEC due date per their work lists.

## 2.2.5. Subtask Five in support of SHAPEC Codes 246, 250, 260, 270, and 290:

## 2.2.5.1.

Quality Control: Detailed reviews of software products are needed to ensure compliance with established procedures.

## 2.2.5.1.1.

The Contractor shall:

## 2.2.5.1.1.1.

Perform independent reviews of TGIs and ensure that they meet the requirements of the TGI guidelines and all referenced technical information

## 2.2.5.1.1.2.

Perform independent review of Job Summaries and ensure that they meet the requirements of the Job Summary Guidelines and all referenced technical information.

## 2.2.5.1.1.3.

Perform independent review of welding requirements to ensure that all welding meets the requirements of Portsmouth Process Instructions, MIL-STD 1688 and 278.

## 2.2.5.1.1.4.

Perform independent review of the required URO/MRC requirements to ensure that all required URO/MRCs are covered by the TGI.

## 2.2.5.1.1.5.

Perform independent reviews, failure analysis and training with respect to electrical rotating equipment and missile DOP functions.

## 2.2.5.1.1.6.

Assist in the investigation and development of answers to various engineering related problems including Liaison Action Reports, Drawing Reviews, Engineering Analysis and Safety Analysis.

## 2.2.5.1.1.7.

Provide software engineering and analysis work which shall support SHAPEC personnel. The work shall involve writing programs and developing data or spreadsheets that best show the results of the engineering work being accomplished by SHAPEC personnel.

## 2.2.5.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established SHAPEC policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the SHAPEC due date per their work lists.

2.2.6. Subtask Six in support of SHAPEC Code 280:

2.2.6.1.

SHAPEC Planning: Code 280 SHAPEC focuses on SSN planning, process management, technical assistance, and assessment of SHAPEC policies and procedures.

2.2.6.1.1. As relates to Process Engineering the Contractor shall:

2.2.6.1.1.1.

Maintain SHAPEC processes and procedures; develop and maintain Corporate SHAPEC Job Summary (JS) and Task Group Instruction (TGI) Guidelines and associated reference files.

2.2.6.1.1.2.

Develop and maintain Standard Notes and Standard Technical Requirements to support automated Technical Work Document (TWD) preparation.

2.2.6.1.1.3.

Perform reviews of Departures from Specifications (DFSs) to support SHAPEC certification process.

2.2.6.1.1.4.

Scope incoming technical directives and assist in the implementation of Naval Sea Systems Command (NAVSEA) corporate Uniform Industrial Process Instructions (UIPIs).

2.2.6.1.1.5.

Take appropriate corrective action to address audit findings and Critique/Trouble Report recommendations.

2.2.6.1.1.6.

Review and prepare process improvement for SHAPEC. Review quality program initiatives and advise SHAPEC Managers with any other SHAPEC process and quality related tasks.

2.2.6.1.1.7.

Provide technical support primarily in the Structural (Code 250), Piping/Mechanical (Code 260), Electrical/Electronic (Code 270) and Combat Systems (Code 290) Branches of SHAPEC with frequent interface with other Shipyard Departments/Offices and outside activities (e.g. other private and Naval Shipyards, SUBMEPP, NAVSEA, etc.)

2.2.6.1.1.8.

Develop and Maintain SHAPEC Corporate Job Summary (JS) and Task Group Instruction (TGI) Guidelines and supporting Reference File instructions to standardize planning practices associated with Advanced Industrial Management (AIM) and its Material Requirements (MRQT) module.

2.2.6.1.1.9.

Maintain the Guidelines to reflect current processes and procedures, and issue updates on a timely basis. The contractor shall investigate and participate in resolving any problems or conflicts affecting the guidelines and initiate process improvements where possible. The contractor shall comply with NAVSEAINST 4790.24 (SSN Ship Availability Planning and Engineering Center (SHAPEC) Technical Work Instructions (Content and Preparation)), and other higher level instructions.

2.2.6.1.1.10.

Develop and Maintain Corporate SHAPEC Standard Notes, Standard Technical Requirements, Quality Assurance (QA) Forms and Appendices.

2.2.6.1.1.11.

Support SHAPEC Certification Processes for Completion of Work.

2.2.6.1.1.12.

Review applicable corporate and shipyard databases (e.g. Technical Information Management (TIM), Business Management System (BMS)) to ensure Departures from Specifications (DFSs) have been adequately covered by SHAPEC products to support the work completion certification process.

2.2.6.1.1.13.

Scope incoming technical directives (including NAVSEA Instructions and Corporate UIPIs) and assist in implementing new or revised technical and quality requirements. The contractor shall also provide current status of UIPI implementation at various activities to SHAPEC technical codes.

2.2.6.1.1.14.

Investigate recommendations/findings from various Audit Reports, Critique Reports and Trouble Reports assigned to SHAPEC Director/Process Manager for corrective action. The contractor shall provide recommendations for implementing effective corrective action and assist in preparation of formal responses in a timely manner. Clearing these items may be required to support availability certification requirements.

2.2.6.1.1.15.

The advanced planning position requires knowledge of and experience with the Advanced Industrial Management (AIM) and Material Requirement (MRQT) data bases.

2.2.6.1.1.16.

Evaluate and respond to changes in schedules, or provides rationale as to the validity of such changes.

2.2.6.1.1.17.

Prepare formal and informal comprehensive reports, interpreting and/or outlining the procedures and guidelines of task assigned with properly analyzed and valid conclusions and/or recommendations.

2.2.6.1.1.18.

If assigned Review technical working documents such as Job Summaries and Task Group Instructions which break the work down to the shop man-hour level providing all phases of the job including, but not limited to, site preparation and restoration, pre-fabrication, rip out, modification, reinstallation and testing of cognizant system equipment or components for mechanical, electrical and structural areas assigned.

2.2.6.1.1.19.

Support Programming and development for the IT solution known as SPEAR (Shipyards Planning Engineering Automated Reports). Support includes database administration; development, maintenance and management of automated data interfaces from multiple sources; maintaining and updating Graphical User Interfaces and management reports; management of role-based access rights; evaluation and prioritization of functionality requests. Support may include consideration for an expanded user base to include EPD, NEPD, Waterfront Support, LANNET users, IMF users or Navy corporate-level adoption. SPEAR support includes VB.Net, ASP.Net, MSSQL Server, HTML development, CSS, JavaScript, VBA, and macro development in both MS Word and MS Excel as well as coordination with Code 109 for application and database hosting in a SharePoint environment. Production support is subject to Journeyman Level DOD Cyber Security Workforce Information Assurance requirements (DoD Directive 8140.01; SECNAV M-5239.2).

2.2.6.1.1.20.

Develop training materials and conduct training for SHAPEC and/or shipyard processes.

2.2.6.1.1.21.

Develop, monitor and maintain SHAPEC Self Assessments as required by NAVSEA and local implementing instructions.

2.2.6.1.2.

As relates to support of eTWD, the development and maintenance of SHAPEC Technical Assessment, and the development of new SHAPEC process improvements, the Contractor shall:

2.2.6.1.2.1.

Participate in SHAPEC Process and Quality Improvement Initiatives and implementation of eTWD process. The contractor may be assigned as the primary person representing SHAPEC on the eTWD team.

2.2.6.1.2.2.

Must have knowledge in Content Management principles and software.

2.2.6.1.2.3.

Provide the process and training to convert the current SHAPEC TWD library into a content management system compatible with eTWD.

2.2.6.1.2.4.

Provides expert technical engineering advice and independently evaluates and analyses the scope of conventional and innovative problem areas and plans and recommends technically sound processes and solutions.

2.2.6.1.2.5.

The contractor shall review technical changes required for eTWD and develop the required changes to the SHAPEC process to successfully implement eTWD.

2.2.6.1.2.6.

The contractor shall help develop necessary QA forms or data points in the eTWD.

2.2.6.1.2.7.

The contractor shall participate in process and quality improvement initiatives (e.g. LEAN, eTWD), provide input and recommendations and assist in implementation as related to SHAPEC processes and procedures. This shall include providing advice and consulting to SHAPEC managers and supervisors regarding quality program improvements.

2.2.6.1.2.8.

Assist SHAPEC on the eTWD team to clarify SHAPEC's processes, procedures and business rules and to assist with resolving issues between conflicting requirements.

## 2.2.6.1.2.9.

As it relates to SHAPEC SSN Planning supporting the Executing Shipyards, the Contractor shall:

## 2.2.6.1.2.10

Provide SHAPEC on-site field representation liaison services between the SHAPEC planning activity and the Execution Shipyard projects and Engineering & Planning Departments (EPDs) in support of SHAPEC planning for SSN maintenance & modernization availabilities.

This requirement is in support of

- Fielding and coordinating with SHAPEC managers in the resolution of issues faced by SHAPEC, the Executing Shipyard EPD and Project Engineering Planning Managers (PEPMs).
- Fielding and coordinating with SHAPEC managers, Type Commander and SUBMEPP in the resolution of work package related issues faced by SHAPEC, the Executing Shipyard EPD and Project Engineering Planning Managers (PEPMs).
- Covering the work required for the On-Site Rep to coordinate with the Executing Shipyard in resolving SHAPEC-identified issues affecting the quality of SHAPEC products or timely completion of SHAPEC planning.

## 2.2.6.1.2.11

Provide a closed-loop planning support and feedback loop using the SHAPEC Planning & Engineering Automated Reports – Next Generation (SPEAR-NG) application.

## 2.2.6.1.2.12

Attend on-site process improvement meetings, activities and events affecting SHAPEC planning processes.

## 2.2.6.1.2.13

Prepare formal and informal comprehensive reports, interpreting and/or outlining the procedures and guidelines of task assigned with properly analyzed and valid conclusions and/or recommendations.

- Perform a cost report of all the SHAPEC funding COARs to ensure enough dollars available for planning
- Distribute report to SHAPEC Management for their assessment
- Notify the appropriate business agent to re-distribute funding where necessary
- Perform material reports in Business Objects to account for all the processed material on each planning project
- Run the SPEAR STATUS Report to identify the TGI count/man hour estimate/expenditure for each planning project
- Run each individual SHAPEC Branch cost performance sheet for each planning project
- Enter the data from the reports above into the Fiscal Year average SHAPEC Cost Performance Study
- Extract from SPEAR bi-weekly or monthly TGI Phase counts for each on going SHAPEC Planning project
- Identify the phase counts for each availability type and cost analysis from PMC to determine cost per TGI
- Perform a QAC Study at each availability event of SWLIN estimates to compare with Tech Foundation Paper
- Identify TYCOM 100 thru 700 SWLIN Series estimates for each type availability to update graphs
- Perform a SHAPEC Planning Efficiency table for each type availability when planning completed
- Perform a quarterly overtime report to ensure individual OT is under the established limit by Code 200
- Calculate all the OT for each project to get OT percentage that is within established criteria.

- Establish weekly man hour reports to get a charging profile for WARR updates
- Update the WARR to identify each codes anticipated charges for the week/month/quarter, etc.
- Accomplish WARR changes based on availability re-schedules and/or Shipyard changes.
- Provide data to the SHAPEC Director to be used in reports for Code 1200 to indicate SHAPEC Planning estimates for 3 year period.
- Accomplish WARR Studies to show SHAPEC Planning Profile in layer cake fashion for SHAPEC Management

#### 2.2.6.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established SHAPEC policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the SHAPEC due date per their work lists.

### 3. CONTRACTOR REQUIREMENTS FOR DSSP CODE 205/206:

The Contractor shall provide engineering support for DSSP assets within the deep submergence domain.

The Contractor shall provide the necessary timely support to meet emergent requirements as requested by the Contracting Officer Representative (COR), program manager, technical point of contact, or other properly designated authority.

3.1. Task / Knowledge Requirements - Task requirements as described below are indicative of expected knowledge requirements and should not be considered all-inclusive of the tasking that may be required, nor will every requirement described below necessarily be requested of the Contractor if, as work progresses, an alternative and more efficient method is found to perform the work. Program specific information will be provided by the government when applicable. The Contractor must have recent, relevant, technical experience with the below submarine systems and industrial processes and logistical support.

3.1.1. Subtask One in support of DSSP:

3.1.1.1.

Computer Programming: The Contractor shall provide PNS with on-site Computer Programming support for the SRDRS. Program and other assets by performing the following tasks:

3.1.1.1.1. The Contractor shall:

3.1.1.1.1.1.

Update of the Configuration Control Database for the DSSP Office.

3.1.1.1.1.2.

Update the existing Liability Tracking Database for the DSSP Office.

3.1.1.1.1.3.

Develop maintenance and scheduling database for the SRS system.

3.1.1.1.1.4.

Assist in the development of processes to ensure and protect data integrity for the DSSP Office.

3.1.1.1.5.

Perform system testing and customer-oriented beta tests for database and database reporting efforts to ensure accuracy and user acceptance of data and reporting tools.

3.1.1.1.6.

Develop Database Entity Relationship Diagram, System Schematics, Reporting Instructions and user training as necessary.

3.1.1.1.7.

Integration of multiple databases to provide one solution for Spare Parts Inventory, Design Configuration Control and Liability Management, On-going technical support includes both PNSY Hosted Databases and iNAVSEA SharePoint Hosted Databases.

3.1.1.1.8.

Develop, maintain and provide ongoing support for DSSP Office with subject matter to include but not limited to: hazard reports, ship check field notes, engineering change proposals, field changes, lists or materials, and task tracking.

3.1.1.2

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established DSSP policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the DSSP due date per their work lists.

3.1.2. Subtask Two in support of DSSP:

3.1.2

On-site Support: The Contractor shall provide PNS with on-site support for 200DSS assets, by performing the following tasks:

3.1.2.1

The Contractor shall:

3.1.2.1.1.

Provide on-site support at PNS for the Deep Submergence Systems Program (DSSP) Office at Portsmouth Naval Shipyard for all aspects of Planned Maintenance related to DSSP assets.

3.1.2.1.2.

Assist in the development of engineering/program cost estimates and schedules for assigned programs and vehicles.

3.1.2.1.3.

Interface with the external DSSP customer.

3.1.2.1.4.



Interface with external DSSP supported organizations (Squadrons, Detachments, etc.)

3.1.2.1.5.

Develop original design, modification and alteration drawings, plans and instructions for assigned programs and vehicles.

3.1.2.1.6.

Assist in the review of contractor submitted design, modification and alteration drawings, plans and instructions for assigned programs and vehicles.

3.1.2.1.7.

Conduct or assist in technical and administrative studies and reviews (hazard/safety analysis, Classification/Certification, compliance audits, standards studies/comparisons).

3.1.2.1.8.

Develop maintenance plans (RMS/PMS/MIPs) and systems for assigned programs and vehicles.

3.1.2.1.9.

Follow, plan and control engineering configuration for assigned program fleets and vehicles; maintain appropriate records.

3.1.2.1.10.

Assist in ad hoc studies or program trouble shooting as requested for assigned programs and vehicles.

3.1.2.1.11.

Assist as requested in developing new customers and technologies; bringing the commercial experience of the company to bear on the DSSP projects.

3.1.2.1.12.

Development of Reliability-Centered Maintenance based organizational-level planned maintenance.

3.1.2.1.13.

Develop and revise PMS documentation for DSSP assets.

3.1.2.1.14.

Review PMS documentation developed by supporting activities.

3.1.2.1.15.

Conduct on-site visits to various DSSP assets in order to provide required technical support as aforementioned.

3.1.2.1.16.

Provide logistician services to support DSSP asset components and facilities, logistics and maintenance requirements for each component. The Contractor shall also

apply Shipyard production work processes and Reliability-Centered Maintenance (RCM) philosophy in development of Planned Maintenance System Requirements. The Contractor shall manage and supervise logistics and production projects associated with overall maintenance of DSS assets.

3.1.2.1.17.

Conduct drawing related maintenance tasks that update legacy formatted drawings to current standards with AutoCAD software tools. (40 sheets per drafter per month)

3.1.2.1.18.

Updated provisioning information in relation to engineering and supply changes.

3.1.2.1.19.

Develop updates to ATIS database and creation/ validation of new indices

3.1.2.1.20.

Electrical engineering support including but not limited to electrical system integration, cable way design, power analysis and circuit design.

3.1.2.1.21.

Mechanical engineering support including but not limited to piping system design, hydraulic system analysis, and mechanical system design and failure analysis.

3.1.2.1.22.

Engineering support of hydrodynamic design and analysis.

3.1.2.1.23.

Conduct product life cycle management support tasks that includes but not limited to design/development using approved software systems and moving legacy configuration controlled items into new control systems. (Example software products include Solidworks, aras innovator or other as requested).

3.1.2.1.24.

Conduct Technical Editing tasks that include but are not limited to Technical Manual updates, Maintenance revisions and Interactive Electronic Technical Manual design/development in accordance with processes adapted from MIL-DTL 24784.

3.1.2.1.25.

Assist in the review of contractor/vendor submitted technical data packages for OQE and authorization/acceptance documentation for TEMPALT's, TEMMOD's and other TDP's as required.

3.1.2.1.26.

Provide whole vehicle analysis for weight, volume, stability. The ability to integrate Engineering Change Proposals in this area. Provide analysis for new operational concepts with respect to vehicle weight, volume and stability.

3.1.2.1.27.

Address impact on vehicle propulsive powering due to Engineering Change Proposals and/or change in operational concepts/patterns.

## 3.1.2.2

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established DSSP policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the DSSP due date per their work lists.

#### 4. CONTRACTOR REQUIREMENTS FOR WATERFRONT ENGINEERING SUPPORT:

The Contractor shall provide technical support to develop and review Job Summaries, prepare and review Task Group Instructions (TGIs), provide total Quality Assurance (QA) services for above products on Submarines assigned to Waterfront Engineering.

The Contractor shall provide the necessary timely support to meet emergent requirements as requested by the Contracting Officer Representative (COR), program manager, technical point of contact, or other properly designated authority.

4.1. Task / Knowledge Requirements - Task requirements as described below are indicative of expected knowledge requirements and should not be considered all-inclusive of the tasking that may be required, nor will every requirement described below necessarily be requested of the Contractor if, as work progresses, an alternative and more efficient method is found to perform the work. Program specific information will be provided by the government when applicable. The Contractor must have recent, relevant, technical experience with the below submarine systems and industrial processes and logistical support.

## 4.1.1

## SUBSAFE - Code 200S

- Submarine Safety (SUBSAFE) Program
- Deep Submergence Systems Scope of Certification
- Fly-By-Wire Ship Control Systems

## 4.1.2

## Engineering Process Control Division - Code 220

- Workload and Resource Report (WARR)
- IT Support Engineer Technician
- Budget Analyst
- Integrated Logistic Support
- Quality Engineers
- Training Specialists

## 4.1.3

## Temporary and Emergency Systems - Code 230

- Mechanical Systems
- Electrical systems
- Diesel Generators
- Chlorination
- Ventilation

- Emergency Response
- Emergency Power Systems
- Shipboard Facilities
- Drafter

## 4.1.4

## Material Support Division – Code 245

- Controlled Material Programs
- Material requirements of systems cognizant of Codes 250, 260, 270 and 290 listed below
- Product Data Reporting and Evaluation Program's (PDREP) Receipt Inspection Management System (RIMS)
- Data Analytics using Business Objects
- Material Access Technology
- DLA and NAVSUP WSS Procedures/Policies

## 4.1.5.

## Testing – Code 246

- Work Test Relationships (WTRs)

## 4.1.6.

## Structural – Code 250

- Superstructure and Fairwater
- Non-Pressure Hull
  - Tanks, Built-in
  - Internal Structural Bulkheads
  - Submarine Structural welding
- Pressure Hull Treatment, Special Hull Treatment (SHT)
  - MIP (mold in place)
  - Tanks, Built-in Paint
- Painting, Interior and Bilges
- Coverings
- Insulation (Hull, Bulkhead, Deck)

## 4.1.7.

## Mechanical – Code 260

- Ventilation
- High Pressure Air
- Steering and Diving (Hydraulics)

- Low Pressure Blow
- Service Air
- Hatches
- Atmosphere Control
- Oxygen (Main Oxygen and Oxygen Generator)
- Emergency Ballast Tank Blow
- Emergency Breathing Air
- Ship's Service Hydraulic
- External Hydraulic
- Main Sea Water
- Air Conditioning
- Refrigeration
- Plumbing
- Trim
- Potable Water
- Buoyancy Control
- Steering and Diving Mechanical
- Mooring, Towing and Anchor Handling
- Electronic Equipment Fresh Water Cooling
- Auxiliary Sea Water
- Drain
- Hovering and Depth Control
- Diesel Supporting
- Snorkel
- Main Steam (Non-Nuclear)
- Main Propulsion Turbines
- Secondary Propulsion

#### 4.1.8.

##### Electrical – Code 270

- Electric Power Distribution
- Motor Generator Sets (60 Hz and 400 Hz)
- Ship Service Motor Generator (500 Kw)
- Interior Communications Systems
- Electric Tank Level Systems
- Switchboards
- Submarine Batteries

- Electric Pressure Indicating Systems

#### 4.1.9.

##### Electronic/Combat Systems – Code 290

- Torpedo Tubes
- Weapons Handling and Stowage
- 3 Inch Launcher
- Signal Ejectors
- Vertical Launch
- Torpedo Ejection
- Radar
- Navigation
- Sonar, Active & Passive
- Radio
- Fire Control

#### 4.2. Specific subtasks that must be accomplished:

##### 4.2.1. Subtask One in support of Waterfront Engineering:

###### 4.2.1.1.

Job Summaries: A Job Summary establishes the boundary for work in a Ship's Work List Item Number (SWLIN) based on some common relationship. A Job Summary is a group of Component Unit (CU) Phases that accomplish work in a SWLIN and provides a structured collection of specialized information to enable further work, scheduling and management review of the work. The contractor shall develop Job Summaries and order material using Advanced Industrial Management (AIM) and Material Requirements (MRQT) respectively. The Contractor shall provide Waterfront Engineering on-site technician support for development of Job Summaries for the aforementioned systems when authorized by a submarine hull specific AWP.

###### 4.2.1.1.1.

The Contractor shall:

###### 4.2.1.1.1.1.

Review the line items assigned to them by Waterfront Engineering Management from the AWP and determine the necessary phases of work required to complete the authorized work.

###### 4.2.1.1.1.2.

Review for correct Work Breakdown Structure in accordance with Job Summary guidelines as necessary.

###### 4.2.1.1.1.3.

Use the Advanced Industrial Management (AIM) software, copy phases from a history project or create new CU phases.

## 4.2.1.1.1.4.

Review or create tasks at the shop trade skill level to complete work.

## 4.2.1.1.1.5.

Review/identify hours and duration for each task and verify that they are in accordance with Job summary guidelines and corporate Waterfront Engineering estimates.

## 4.2.1.1.1.6.

Use the Advanced Industrial Management (AIM) software and the Job summary guidelines to create or review and/or verify that each phase of work is properly tied to line items, references, special requirements, area of responsibilities and related other work.

## 4.2.1.1.1.7.

Identify or update the required material needed using maintenance standards and drawings and input these into the Material Requirements software (MRQT).

## 4.2.1.1.1.8.

The Contractor's Senior Engineering Technicians shall perform all the above and provide guidance to other Contractors when necessary. These tasks would include determining correct hull to use as a template when there is not a clear match. Determining what hull to use for Lessons Learned when there is not a clear choice. Perform independent reviews to ensure that Job Summaries meet above requirements.

## 4.2.1.2.

Measureable Performance - The Contractor shall be measured in performance of assigned duties by complying with established Waterfront Engineering policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the Waterfront Engineering due date per their work lists.

## 4.2.2. Subtask Two in support of Waterfront Engineering:

## 4.2.2.1.

Task Group Instructions (TGIs): A TGI is the AIM document that provides detailed work instructions and technical information for accomplishment of specific work in a Component Unit (CU) Phase. The contractor shall prepare TGIs using templates and a database provided by the Shipyard. The Shipyard shall assist with AIM training. The contractor shall be provided access to the Shipyard Local Area Network (LAN) as required accessing information and to prepare or revise TGIs.

## 4.2.2.1.1.

The Contractor shall:

## 4.2.2.1.1.1.

Review the AWP and Job Summaries and determine scope of work

## 4.2.2.1.1.2.

Identify best project to roll TGIs from by comparing like work and using SHAPEC requirements matrix.

## 4.2.2.1.1.3.

Review applicable drawings and other technical documentation that applies and update TGI for applicable hull.

#### 4.2.2.1.1.4.

Review and ensure that TGIs meets all requirements in accordance with the SHAPEC TGI Guidelines

#### 4.2.2.1.1.5.

Review and ensure that technical information in the TGI meets the requirements of the SUBSAFE program,

Level 1 material control program, Scope of Certification (SOC) program, fly by wire (FBW) program, Deep Diving General Overhaul Specification (DDGOS) manual, submarine maintenance standards, various technical manuals and applicable drawings as required.

#### 4.2.2.1.1.6.

The Contractor's Senior Engineering Technicians or designees shall perform all the above and provide guidance to other technicians when necessary. These tasks would include determining correct hull to use as a template when there is not a clear match. Determining what hull to use for lessons learned when there is not a clear choice. Perform independent reviews to ensure that TGIs meet above requirements

#### 4.2.2.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established Waterfront Engineering policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the Waterfront Engineering due date per their work lists.

#### 4.2.3. Subtask Three in support of Waterfront Engineering:

##### 4.2.3.1.

Deficiency Forms (DFs) and Lessons Learned Comment forms: Deficiency Forms include both Deficiency Logs (DLs) and Deficiency Reports (DRs). DLs identify problems found by the waterfront codes during issue or accomplishment of TGIs which require resolution. DRs report problems which are beyond the scope of authorized work and/or shipboard deficiencies as result of inspections required by TGIs. The contractor shall investigate and review these and update information in Job summaries and TGIs that the contractor is assigned.

##### 4.2.3.1.1.

The Contractor shall:

##### 4.2.3.1.1.

Review SHAPEC requirements matrix and HIT KIT for the same job that is assigned and ensure that all lessons learned are incorporated into TGIs.

##### 4.2.3.1.2.

Review DRs that have been identified as applicable to your job by Waterfront Engineering management and incorporate as necessary.

##### 4.2.3.1.3.

Review Lessons Learned and incorporate as necessary.

##### 4.2.3.2.



Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established Waterfront Engineering policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the Waterfront Engineering due date per their work lists.

#### 4.2.4. Subtask Four in support of Waterfront Engineering:

##### 4.2.4.1.

Sales Cost Estimates. Cost estimates result from Job Summary actions and authorized additional ShipAlts.

##### 4.2.4.1.1.

The Contractor shall:

##### 4.2.4.1.1.1.

Review the estimate at the task level and verify that it meets the requirements of the Waterfront Engineering guidelines. Update as necessary.

##### 4.2.4.1.1.2.

Compare estimates to corporate planning estimates and make sure they are equal for like work.

##### 4.2.4.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established Waterfront Engineering policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the Waterfront Engineering due date per their work lists.

#### 4.2.5. Subtask Five in support of Waterfront Engineering:

##### 4.2.5.1.

Quality Control: Detailed reviews of software products are needed to ensure compliance with established procedures.

##### 4.2.5.1.1.

The Contractor shall:

##### 4.2.5.1.1.1.

Perform independent reviews of TGIs and ensure that they meet the requirements of the TGI guidelines and all referenced technical information

##### 4.2.5.1.1.2.

Perform independent review of Job Summaries and ensure that they meet the requirements of the Job Summary Guidelines and all referenced technical information.

##### 4.2.5.1.1.3.

Perform independent review of welding requirements to ensure that all welding meets the requirements of Portsmouth Process Instructions, MIL-STD 1688 and 278.

## 4.2.5.1.1.4.

Perform independent review of the required URO/MRC requirements to ensure that all required URO/MRCs are covered by the TGI.

## 4.2.5.1.1.5.

Perform independent reviews, failure analysis and training with respect to electrical rotating equipment and missile DOP functions.

## 4.2.5.1.1.6.

Assist in the investigation and development of answers to various engineering related problems including Liaison Action Reports, Drawing Reviews, Engineering Analysis and Safety Analysis.

## 4.2.5.1.1.7.

Provide software engineering and analysis work which shall support Waterfront Engineering personnel. The work shall involve writing programs and developing data or spreadsheets that best show the results of the engineering work being accomplished by Waterfront Engineering personnel.

## 4.2.5.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established Waterfront Engineering policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the Waterfront Engineering due date per their work lists.

## 4.2.6. Subtask Six in support of Waterfront Engineering:

## 4.2.6.1

Deficiency Forms (DFs): DFs include both Deficiency Logs (DLs) and Deficiency Reports (DRs) contained within the Deficiency Tracking and Reporting (DTR) database. The contractor shall prepare DFs using templates and a database provided by the Shipyard. The Shipyard shall assist with DTR training. The contractor shall be provided access to the Shipyard Local Area Network (LAN) as required accessing information and to prepare or revise DFs.

## 4.2.6.1.1.

The Contractor shall:

## 4.2.6.1.1.1.

Review applicable drawings and other technical documentation that applies and update DFs for applicable hull.

## 4.2.6.1.1.2.

Review and ensure that DFs meets all requirements in accordance with the SHAPEC Guidelines.

## 4.2.6.1.1.3.

Assist with shipchecks and provide deckplate support as required to support the preparation of DFs.

## 4.2.6.1.1.4.

Assist with shipchecks and provide deckplate support as required to support troubleshooting, condition based assessments, and technical oversight of the execution of TWDs.

#### 4.2.6.1.1.5.

Review and ensure that technical information in DFs meet the requirements of the SUBSAFE program,

Level 1 material control program, Scope of Certification (SOC) program, fly by wire (FBW) program, Deep Diving General Overhaul Specification (DDGOS) manual, submarine maintenance standards, various technical manuals and applicable drawings as required.

#### 4.2.6.1.1.6.

The Contractor's Senior Engineering Technicians or designees shall perform all the above and provide guidance to other technicians when necessary. Perform independent reviews to ensure that DFs meet above requirements

#### 4.2.6.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established Waterfront Engineering policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the Waterfront Engineering due date per their work lists.

#### 4.2.7. Subtask Seven in support of Waterfront Engineering Code 245:

##### 4.2.7.1.

On-site Support: The Contractor shall provide PNS with on-site support for Non-Nuclear Material Procurement and Receipt Inspection, by performing the following tasks:

##### 4.2.7.1.1

Provide data analytics of qualitative and quantitative techniques and processes used to enhance productivity and business gain such that:

##### 4.2.7.1.1.1

Analyzes, evaluates, develops, and makes recommendations to management regarding Engineering and Planning Department workload and resource requirements and budgets relative to material job planning and material management.

##### 4.2.7.1.1.2

Assist with material management and inventory analysis, reports and presentations to NAVSEA, other Shipyards, customers, the Chief Engineer and other managers and activities to make strategic procurements.

##### 4.2.7.1.1.3

Coordinates with other private and Naval Shipyards, SUBMEPP, NAVSEA, Supervisor of SUPSHIP, NAVSUP WSS, DLA, proprietary material vendors, and other activities to improve material readiness.

##### 4.2.7.1.2

Procure any material for the Shipyard and executing projects that is not available in the standard stock systems such as NAVSUP WSS and DLA per other Subtasks identifying as applicable to Code 245.

## 4.2.7.1.3

Assist with receipt inspection of Level I/SUBSAFE Stock Program and DSS SOC materials used in support of maintenance, overhaul, and repair of critical shipboard systems on naval surface ships and submarines.

## 4.2.7.1.3.1

Create Material Inspection Records (MIR) and fill in required information and ensure entries meet applicable contractual, commercial and/or military specification requirements.

## 4.2.7.1.3.2

Perform Vendor Certification Review to ensure compliance to material design technical requirements of all Levels of Controlled material (QA-1, QA-2, QA-3, SOC, etc).

## 4.2.7.1.3.3

Perform review of vendor certification package submittal, issues which cannot be adjudicated with the vendor via a telephone call must be documented on a Receipt Inspection Deficiency Log (RIDL) and be resolved in writing. At completion of the vendor certification package review, document results on MIR and forward to Code 133.1 for completion of the MIR.

## 4.2.7.1.3.4

Provide technical adjudication of deficiencies identified during the Receipt Inspection process.

## 4.2.7.1.4

Provide comprehensive management advisory and technical services for the following:

## 4.2.7.1.4.1

Substantive functions and practices of the Receipt Inspection program.

## 4.2.7.1.4.2

Substantive functions and practices of the programs that involve controlled material.

## 4.2.7.1.4.3

Support development of auditors for material control of the receipt inspection activity, Shipyard SUBSAFE Functional Audits and NAVSEA Certification and Functional Audits.

## 4.2.7.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established EPD policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the EPD due date per their work lists.

## 4.2.8. Subtask Eight in support of Code 200S:

## 4.2.8.1.

On-site Support: The Contractor shall provide PNS with on-site support for 200S, by performing the following tasks:

## 4.2.8.1.

Support implementation of the Submarine Safety, Fly-By-Wire, and Deep Submergence Systems –Scope of Certification Programs

## 4.2.8.1.1

Participate in NAVSEA Certification and Functional Audits and Surveys for NAVSEA Note 50000 activities.

## 4.2.8.1.2

Provide on-site Support at PNS for all aspects of the Submarine Safety, Fly-By-Wire, and Deep Submergence Systems –Scope of Certification Programs

## 4.2.8.1.2.1.

Support internal Certification and Functional Audits and Surveys at PNSY

## 4.2.8.1.2.2

Assist with the development and implementation of an auditor training program

## 4.2.8.1.2.3

Monitor the Shipyard SUBSAFE, DSS-SOC, and FBW Programs program through periodic assessments, conducting on-site checks and the scheduling of internal audits to ensure requirements are being met.

## 4.2.8.1.2.4

Ensure accuracy, adequacy, and completeness of internal SUBSAFE, DSS-SOC, and FBW Programs audit reports.

## 4.2.8.1.2.5

Review written findings and initiate discussion of potential problems with the individuals involved in the audit process.

## 4.2.8.1.2.6

Interpret manuals, instructions, letters and other directives relating to the SUBSAFE, DSS-SOC, and FBW Programs and ensure implementation in a timely manner.

## 4.2.8.1.2.7

Assist in determining the impact (cost, schedule, etc.) of program requirements and recommend implementation or development of cost effective alternatives.

## 4.2.8.1.2.8

Ensure accountability of records and materials needed to support SUBSAFE, DSS-SOC, and FBW Program requirements.

## 4.2.8.1.2.9

Ensure the Shipyard SUBSAFE, DSS-SOC, and FBW programs are supported by appropriate worker training.

4.2.8.2.

Measurable Performance - The Contractor shall be measured in performance of assigned duties by complying with established EPD policies and procedures including adherence to schedules. The contractor shall be required to complete all work assigned in accordance with the EPD due date per their work lists.

## **5. PROGRESS REPORTS:**

The Contractor shall submit technical and financial progress reports in accordance with Exhibits A, B or C.

## **6. PERSONNEL AND SECURITY REQUIREMENTS:**

The Contractor's employees shall have as a minimum, a Final Confidential Security Clearance to support sensitive Virginia and Los Angeles class submarine technology. Certain Deep Submergence support tasks may require Final Secret Security Clearance.

The work to be performed under this contract requires either a DOD Final Confidential or a DOD Final Secret Security Clearance. It shall be the Contractor's responsibility to obtain appropriate security clearances as required by the U.S. Navy for all company personnel, including those of proposed subcontractors who will be involved in classified portions of work or who will require access to restricted areas. The proposed contractor's facility must be cleared to a minimum, of Confidential Clearance, and contractor personnel to include subcontractor, if any, must possess proof of US citizenship.

Contractors employees that do not require access to PNSY are not required to meet security eligibility requirements. (Applies to 205/206 tasks only).

## **7. BADGING:**

The Contractor shall require a Common Access Card (CAC) in order to gain access to the Shipyard.

Typical security level for Contractor personnel badging will be Confidential. The Contractor personnel may require access to other restricted areas that may require a Secret clearance. This will be determined by written request by customer to the COR on a case by case basis, and will primarily be necessary for Waterfront support personnel, as well as a minimal number of SHAPEC and Code 260 support personnel. Contractor personnel who are expected to be on the shipyard for greater than 30 calendar days are required to obtain a permanent shipyard badge.

The Contractor will be provided access to the Shipyard Local Area Network (LAN) as required to access information to prepare or revise or review technical work documents. Prior to being allowed access to the Shipyard LAN, Contractor employees must read and understand the Shipyard Computer Security Handbook (copy provided) and sign off that this training is complete. The contractor must also comply with SECNAVINST 5239.2 and PTSMHINST 5239.2A (copies provided).

## **8. CONTRACTOR IDENTIFICATION IN THE GOVERNMENT WORKPLACE:**

All Contractor and subcontractor personnel shall be required to wear shipyard-issued picture identification badges so as to distinguish themselves from Government employees. When conversing with Government personnel during business meetings, over the telephone, or via electronic mail, contractor and subcontractor personnel shall identify themselves as such to avoid situations arising where sensitive topics might be better discussed solely between Government employees. Contractors shall identify themselves as contractors on any attendance sheet, or any coordination documents they may review. Electronic mail signatures shall identify company affiliation.

## **9. CONTRACT ADMINISTRATION AND MANAGEMENT:**

The Contractor shall establish clear organizational lines of authority and responsibility to ensure effective management of the resources assigned to the requirement. The Contractor shall establish processes and assign appropriate resources to effectively administer the requirement. The contractor shall respond to Government

requests for contractual actions in a timely fashion. The Contractor shall have a single point of contact between the Government and Contractor personnel assigned to support contracts or task orders. The Contractor shall assign work effort and maintaining proper and accurate time keeping records of personnel assigned to work on the requirement.

The contractor shall provide the appropriate management and support as required to execute the assigned work. The Contractor shall not provide employees during designated Government non-work days or other periods where Government offices are closed due to weather or security conditions. The Contractor shall maintain the currency of their employees by providing initial and refresher training as required to meet the PWS requirements. The Contractor shall make necessary travel arrangements, if any, for employees. The contractor shall provide administrative support to employees in a timely fashion (time keeping, leave processing, pay, emergency needs).

**10. TRAINING REQUIREMENTS:**

The Contractor shall be required to participate in the required training offered by the Shipyard (SY) in order to perform above tasks. This training will be conducted onsite, online or classroom. These will include but are not limited to:

- Automated Industrial Management (AIM) System training
- SUBSAFE training
- Fly By Wire (FBW) training
- Scope of Certification (SOC) training
- DoD Cyber Security Awareness training

**11. PERSONNEL:**

(\* Denotes Key )

11.1. SHAPEC:

Estimated Period Hours by Labor Category

BASE								
	Labor Categories	C246	C250	C260	C270	C280	C290	Total Hours
	*Sr Engineer							
	Engineer							
	*Logistician							
	*Sr Eng Tech							
	Sr. Drafter							
	Drafter							
	*Software Engineering Analyst							
	Admin Specialist							
	Program Manager							
	<b>Total</b>							

<b>OPT 1 Year 2</b>								
	<b>Labor Categories</b>	<b>C246</b>	<b>C250</b>	<b>C260</b>	<b>C270</b>	<b>C280</b>	<b>C290</b>	<b>Total Hours</b>
	*Sr Engineer							
	Engineer							
	*Logistician							
	*Sr Eng Tech							
	Sr. Drafter							
	Drafter							
	*Software Engineering Analyst							
	Admin Specialist							
	Program Manager							
	<b>Total</b>							

<b>OPT 2 Year 3</b>								
	<b>Labor Categories</b>	<b>C246</b>	<b>C250</b>	<b>C260</b>	<b>C270</b>	<b>C280</b>	<b>C290</b>	<b>Total Hours</b>
	*Sr Engineer							
	Engineer							
	*Logistician							
	*Sr Eng Tech							
	Sr. Drafter							
	Drafter							
	*Software Engineering Analyst							
	Admin Specialist							
	Program Manager							
	<b>Total</b>							

<b>OPT 3 Year 4</b>								
	<b>Labor Categories</b>	<b>C246</b>	<b>C250</b>	<b>C260</b>	<b>C270</b>	<b>C280</b>	<b>C290</b>	<b>Total Hours</b>
	*Sr Engineer							
	Engineer							
	*Logistician							
	*Sr Eng Tech							
	Sr. Drafter							
	Drafter							
	*Software Engineering Analyst							
	Admin Specialist							









**12. TRAVEL:**

The vast majority (over 90%) of the work will be performed on-site at the Portsmouth Naval Shipyard. Occasionally, the Contractor may be required to travel to or from other locations but only at the direction of the Technical Point of Contact and approved by the COR.

## Code 205 and Code 206

Travel expenses should not exceed for the Base Period nor for any Option Year unless approved by the COR and the Contracting Officer. Assume a travel allocation plug of per award period.

## SHAPEC Travel

Travel expenses should not exceed for the Base Period nor for any Option Year unless approved by the COR and the Contracting Officer. Assume a travel allocation plug of per award period.

## Waterfront Engineering:

Travel expenses should not exceed for the Base Period nor for any Option Year unless approved by the COR and the Contracting Officer. Travel expenses should not exceed in support of SEA07Q auditing  
Assume a travel allocation plug of per award period.

## 12.1. SHAPEC Representational Travel:

FROM – TO	Number of Trips	Days/trip	Number of People
1. Travel from Kittery, ME to San Diego, CA			
2. Travel from Kittery, ME to Washington DC			
3. Travel from Bremerton, WA to San Diego, CA			
4. Travel from Bremerton, WA to Kittery, ME			
5. Travel from Kittery, ME to Norfolk, VA			
6. Travel from Kittery, Me to Pearl Harbor, HI			

## 12.2. DSSP Code 205/206 Representational Travel:

FROM – TO	Number of Trips	Days/trip	Number of People
1. Travel from Kittery, ME to San Diego, CA			
2. Travel from Kittery, ME to Washington DC			
3. Travel from Bremerton, WA to San Diego, CA			

4. Travel from Bremerton, WA to Kittery, ME
5. Travel from Kittery, ME to Little Creek, VA
6. Travel from Kittery, Me to OCONUS

#### 12.3. Waterfront Engineering Representational Travel:

Travel to support NAVSEA 07Q Auditing \*

FROM – TO	Number of Trips	Days/trip	Number of People
1. Kittery, ME to San Diego, CA			
2. Kittery, ME to Mechanicsburg, PA			
3. Kittery, ME to San Diego, CA			
4. Kittery, ME to Bremerton, WA			
5. Kittery, ME to Norfolk, VA			
6. Kittery, ME to Pearl Harbor, HI			
7. Kittery, ME to Washington, DC			
8. Kittery, ME to Newport News, VA			
9. Kittery, ME to Groton, CT			

\* Funding document to be provided by SEA07Q to support SEA07Q audits.

#### 13. MATERIAL:

Material cost to support project related efforts will be through PNS channels if required, not under contract.

#### 14. PERSONNEL QUALIFICATIONS:

The following are descriptions of the minimum experience and educational requirements identified by the Government as necessary for the respective labor categories. The specialized experience, included as part of the required qualifications, shall have been obtained in the field of endeavor indicated by the applicable Job Title shown below. All personnel shall be fully capable of performing in an efficient, reliable, and professional manner. If the Contractor does not identify the labor categories listed below by the same specific title, then a cross-reference list shall be provided as part of the proposal.

The Government may, at any time, request resumes of contractor personnel. If the Ordering Officer questions the qualifications or competence of any person performing under the contract, the burden of proof to sustain that the person is qualified as prescribed herein shall be upon the contractor.

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

For all Waterfront Engineering, SHAPEC, DSSP Engineer and Engineering Technician positions, a minimum level of experience involving design, drawing development for construction, conversion or the overhaul and repair of deep submergence vehicles, submarines and submarine rescue vehicles, with a specific minimum number of these years spent checking engineering drawings in one or more of the specialized disciplines.

All government-site labor categories require U.S. Citizenship.

#### 14.1 PROJECT/PROGRAM MANAGER

Project Manager shall provide monthly status reports/briefings and formal Program Reviews to SHAPEC and DSSP Directorates on staffing levels and surge readiness status. Complete required price/cost analysis taskings in a manner that meets the needs of the customer. Analyze and evaluate cost and pricing data for proposed surge efforts on optional CLINs. Assist contract personnel with applications for government-required accounts, certifications, waivers and training equivalencies; maintain documentation.

Prepare, process, review, staff, and track manpower and personnel paperwork/actions (manpower and personnel reports, performance plans, feedback reports, promotion recommendations manpower change requests, requests for personnel actions) with 90% accuracy. Errors shall be corrected within 48 hours of discovery. Prepare and maintain a statistical analysis and summary of manning levels and display through numeric and graphic presentation with 90% accuracy. Errors shall be corrected within 48 hours of discovery.

Provide advice, assistance, and consulting services to organizational personnel in the areas of manpower, personnel, and development. This individual shall also serve as the contractor's single point of contact for all assigned tasks.

Responsibilities inherently associated with contract overhead (non-government related) efforts shall not be considered billable.

#### MINIMUM REQUIREMENTS:

1. Bachelor of Science Degree in Business Administration/Management from an accredited college or university; or Bachelor of Arts Degree in Engineering Management from an accredited college or university; or Bachelor of Science Degree in Engineering from an accredited college or university; and
2. A minimum of ten (10) years practical experience in a management position for the overhaul and repair of nuclear submarines, responsible for the issue of overhaul and repair software, maintaining the delivery schedule, and controlling the cost of the project.

#### HIGHLY DESIRABLE REQUIREMENTS:

Project Management Professional (PMP) certification; Defense Acquisition University (DAU) certification

#### 14.2 SENIOR ENGINEER

#### MINIMUM REQUIREMENTS:

1. The Contractor's personnel must show that their education, training, and experience furnished a thorough knowledge of the physical and mathematical sciences underlying professional engineering. Furthermore, they must show a good understanding of both theoretical and practical knowledge of the engineering sciences, techniques, and their applications to one of the branches of engineering. This knowledge and understanding must be equivalent to that provided by a full four-year

professional engineering curriculum. In addition, the adequacy of such background must be demonstrated by one of the following:

- a. Professional Registration
- b. Written Test
- c. Specific Academic Courses
- d. Related Curriculum (see note F)

Note: F. Provided you have had at least one year of professional engineering experience acquired under professional engineering supervision and guidance. And

2. A minimum of fifteen (15) years practical experience at a professional level, in responsible engineering duties relative to design, maintenance, operations, repair and testing of submarine systems across all assigned disciplines described in the Engineering and Planning specialized discipline matrix.
3. Experience must include performing complex engineering calculations such as heat transfer, fluid flow, piping stress, mechanical stress etc.
4. A minimum of ten (10) years experience with the Advanced Industrial Management (AIM) system if supporting SHAPEC
5. In addition to the technical requirements, the Senior Engineer shall be capable of administering all aspects of assigned tasks. If required, the individual would also serve as the contractor's point of contact with the Government on certain engineering tasks.

#### 14.3 ENGINEER

##### MINIMUM REQUIREMENTS:

1. The Contractor's personnel must show that their education, training, and experience furnished a thorough knowledge of the physical and mathematical sciences underlying professional engineering. Furthermore, they must show a good understanding of both theoretical and practical knowledge of the engineering sciences, techniques, and their applications to one of the branches of engineering. This knowledge and understanding must be equivalent to that provided by a full four-year professional engineering curriculum. In addition, the adequacy of such background must be demonstrated by one of the following:

- a. Professional Registration
- b. Written Test
- c. Specific Academic Courses
- d. Related Curriculum (see note F)

Note: F. Provided you have had at least one year of professional engineering experience acquired under professional engineering supervision and guidance. And

2. A minimum of ten (10) years practical experience, at a professional level, in responsible engineering duties involving design and working plan development for construction or the overhaul and repair submarines in the disciplines being supported as described in the Engineering and Planning specialized discipline matrix
3. Experience must include performing complex engineering calculations such as heat transfer, fluid flow, piping stress, mechanical stress etc.

4. A minimum of eight (8) years experience with the Advanced Industrial Management (AIM) system if supporting SHAPEC

5. In addition to the technical requirements, the Engineer shall be capable of administering all aspects of assigned tasks. If required, the individual would also serve as the contractor's point of contact with the Government on certain engineering tasks.

#### 14.4.a. JUNIOR ENGINEER

##### MINIMUM REQUIREMENTS:

1. The Contractor's personnel must show that their education, training, and experience furnished a thorough knowledge of the physical and mathematical sciences underlying professional engineering. Furthermore, they must show a good understanding of both theoretical and practical knowledge of the engineering sciences, techniques, and their applications to one of the branches of engineering. This knowledge and understanding must be equivalent to that provided by a full four-year professional engineering curriculum. In addition, the adequacy of such background must be demonstrated by one of the following:

- a. Professional Registration
- b. Written Test
- c. Specific Academic Courses
- d. Related Curriculum (see note F) (For SHAPEC Only)

Note: F. Provided you have had at least one year of professional engineering experience acquired under professional engineering supervision and guidance. And

2. A minimum of three (3) years training and experience with the Advanced Industrial Management (AIM) system if supporting SHAPEC.

#### 14.4.b. JUNIOR ENGINEER (DSSP Code 205/206)

##### MINIMUM REQUIREMENTS:

1. The Contractor's personnel must show that their education, training, and experience furnished a thorough knowledge of the physical and mathematical sciences underlying professional engineering. Furthermore, they must show a good understanding of both theoretical and practical knowledge of the engineering sciences, techniques, and their applications to one of the branches of engineering. This knowledge and understanding must be equivalent to that provided by a full four-year professional engineering curriculum. In addition, the adequacy of such background must be demonstrated by one of the following:

- a. Professional Registration
- b. Written Test
- c. Specific Academic Courses

#### 14.5 SENIOR ENGINEERING TECHNICIAN

##### MINIMUM REQUIREMENTS:



1. High School Diploma (or GED equivalent) with a minimum of two (2) years post high school academic study in which credits were received in algebra, plane geometry, trigonometry, drafting, and physics; post high school education can be waived with an additional two years of specialized experience.
  
2. A minimum of five (5) years training and experience with the Advanced Industrial Management system (AIM) if supporting SHAPEC; and
  
3. A minimum of fifteen (15) years experience involving design, drawing development for construction, conversion or the overhaul and repair of deep submergence vehicles, submarines and submarine rescue vehicles, with at least eight (8) of these years spent checking engineering drawings in one or more of the disciplines described in the Engineering and Planning specialized discipline matrix
  
4. In addition to the technical requirements, the Senior Engineer Technician shall be capable of administering all aspects of assigned tasks. If required, the individual would also serve as the contractor's single point of contact with the Government on tasks he is qualified for and assigned to and consistent with the systems described in the Engineering and Planning specialized discipline matrix
  
5. The Senior Engineering Technician coordinates the work performed by contractor teams, maintains status, participates with the team leaders in resolving major problem issues, assigns team members according to skills and workload requirements and attends meetings as the authority for assigned systems making commitments for the Branch over cognizant areas.
  
6. The Senior Engineering Technician plans work to be accomplished, sets priorities, prepares schedules, assigns work, sets performance standards, evaluates performance, provides advice and instruction on both work and administrative matters, identifies and makes arrangements for needed training, continually improves processes to improve the quality and quantity of work, etc.

#### 14.6 SOFTWARE ENGINEER/ANALYST

##### MINIMUM REQUIREMENTS:

1. Twelve (12) years experience with database development and integration. Demonstrated expertise and ability in solving unique complex database and information systems problems efficiently.
  
2. Six (6) years experience with Visual Basic and ACCESS programming and development. Proven experience performing system testing and customer-oriented beta tests for database and database reporting efforts to ensure accuracy and user acceptance of data and data reporting tools.

#### 14.7 LOGISTICIAN (GENERAL)

##### MINIMUM REQUIREMENTS:

- 1 Experience with Navy logistics processes such as maintenance of Ship's Configuration and Logistics Support Information System SCLISIS, Configuration Data Manager's Database - Open Architecture, CDMD-OA and experience with procurement of researching ships material and tracking logistics data such as: spare parts, drawings, tech manuals, COTS manuals, training material; and
  
2. The ability to develop, test and deliver configuration and logistic management systems designed to provide clients with logistics technology to ensure effective

and economical support for manufacturing and servicing products, systems or equipment. The ability to plan and develop logistics program activities, coordinate efforts of personnel at the contractor's site as well as at remote locations, and resolve logistics problems to meet contractual commitment; and

3. Must be capable of performing all the duties of the Configuration Management Agent; and

4. Individual must have the ability to read/interpret engineering drawings, revision notices (RNs), Engineering Change Proposals (ECPs), and equipment/component specifications.

#### 14.8 ENGINEERING TECHNICIAN

##### MINIMUM REQUIREMENTS:

1. High School Diploma (or GED equivalent) with a minimum of two (2) years post high school academic study in which credits were received in algebra, plane geometry, trigonometry, drafting, and physics; post high school education can be waived with an additional two years of specialized experience.

2. A minimum of three (3) years training and experience with the Advanced Industrial Management system (AIM) if supporting SHAPEC; and

3. A minimum of five (5) years experience involving design, drawing development for construction, conversion or the overhaul and repair of deep submergence vehicles, submarines and submarine rescue vehicles, with at least two (2) of these years spent checking Engineering drawings in one or more of the disciplines described in the Engineering and Planning specialized discipline matrix.

#### 14.9 SR. DRAFTER

##### MINIMUM REQUIREMENTS:

1. High School Diploma (or GED equivalent); and

2. A minimum of ten (10) years training and experience with AutoCAD, SolidWorks or other drafting application; and

3. A minimum of ten (10) years experience involving design, drawing development for construction, conversion or the overhaul and repair of deep submergence vehicles, submarines and submarine rescue vehicles, with at least five (5) of these years spent checking Engineering drawings in one or more of the disciplines described in the Engineering and Planning specialized discipline matrix.

#### 14.10 DRAFTER

##### MINIMUM REQUIREMENTS:

1. High School Diploma (or GED equivalent); and

2. A minimum of five (5) years training and experience with AutoCAD, SolidWorks or other drafting application; and
  
3. A minimum of five (5) years experience involving design, drawing development for construction, conversion or the overhaul and repair of electrical, mechanical or structural equipment, with at least five (2) of these years spent checking Engineering drawings in one or more of the disciplines described in the Engineering and Planning specialized discipline matrix.

#### 14.11 ADMIN SPECIALIST

##### MINIMUM REQUIREMENTS:

1. Must be a proficient typist capable of typing reproducible/"camera ready" copies at a minimum of 60 accurate/correct words per minute; and
  
2. A minimum of two (2) years of current WINDOWS based PC spreadsheet, word processing and database experience.

#### 14.12 TECHNICAL EDITOR/PUBLISHER

##### MINIMUM REQUIREMENTS:

1. The Contractor's personnel must show that their education, training, or experience furnished a thorough knowledge of the technical authoring and formatting of engineering related documents. Furthermore, they must show a good understanding of typical software publishing packages including but not limited to Adobe, Microsoft Office, and MadCap Flare. Personnel must have strong communication skills in order to interface with engineers or subject matter experts. This knowledge and understanding must be demonstrated by one of the following:

- a. Professional Registration
- b. Software Certification
- c. Specific Academic Courses
- d. Supporting Resume

#### 14.13 CONFIGURATION MANAGEMENT SPECIALIST

##### MINIMUM REQUIREMENTS:

1. Experience with Navy logistics processes such as maintenance of Ship's Configuration and Logistics Support Information System SCLISIS, Configuration Data Manager's Database - Open Architecture, CDMD-OA and experience with procurement of researching ships material and tracking logistics data such as: spare parts, drawings, tech manuals, COTS manuals, training material; and
  
2. The ability to develop, test and deliver configuration and logistics management systems designed to provide clients with logistics technology to ensure effective

and economical support for manufacturing and servicing products, systems or equipment.

3. Must be capable of performing all the duties of the Configuration Management Agent; and

4. Individual must have the ability to read/interpret engineering drawings, revision notices (RNs), Engineering Change Proposals (ECPs), Technical Manual Deficiency Reports (TMDR's) and Feedback Reports (FBR's) and equipment/component specifications.

(End of PWS)

#### CLAUSES INCORPORATED BY FULL TEXT

##### C-202-H001 ADDITIONAL DEFINITIONS–BASIC (NAVSEA) (OCT 2018)

(a) Department means the Department of the Navy.

(b) Commander, Naval Sea Systems Command means the Commander of the Naval Sea Systems Command of the Department of the Navy or his duly appointed successor.

(c) References to The Federal Acquisition Regulation (FAR) All references to the FAR in this contract shall be deemed to also reference the appropriate sections of the Defense FAR Supplement (DFARS), unless clearly indicated otherwise.

(d) National Stock Numbers Whenever the term Federal Item Identification Number and its acronym FIIN or the term Federal Stock Number and its acronym FSN appear in the contract, order or their cited specifications and standards, the terms and acronyms shall be interpreted as National Item Identification Number (NIIN) and National Stock Number (NSN) respectively which shall be defined as follows:

(1) National Item Identification Number (NIIN). The number assigned to each approved Item Identification under the Federal Cataloging Program. It consists of nine numeric characters, the first two of which are the National Codification Bureau (NCB) Code. The remaining positions consist of a seven digit nonsignificant number.

(2) National Stock Number (NSN). The National Stock Number (NSN) for an item of supply consists of the applicable four-position Federal Supply Class (FSC) plus the applicable nine-position NIIN assigned to the item of supply.

(End of text)

##### C-204-H001 USE OF NAVY SUPPORT CONTRACTORS FOR OFFICIAL CONTRACT FILES (NAVSEA) (OCT 2018)

(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 rooms, 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 acquired will contain a requirement that:

(1) The support contractor not disclose 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 direct action against the support contractor, or any person to whom the support contractor has released or disclosed protected information, for 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 of 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 should enter into separate non-disclosure agreements with the file room contractor. Contact the Procuring Contracting Officer 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.

(End of text)

#### C-211-H001 ACCESS TO THE VESSEL(S) (NAVSEA) (OCT 2018)

Officers, employees and associates of other prime Contractors with the Government and their subcontractors, shall, as authorized by the Supervisor, have, at all reasonable times, admission to the plant, access to the vessel(s) where and as required, and be permitted, within the plant and on the vessel(s) required, to perform and fulfill their respective obligations to the Government. The Contractor shall make reasonable arrangements with the Government or Contractors of the Government, as shall have been identified and authorized by the Supervisor to be given admission to the plant and access to the vessel(s) for office space, work areas, storage or shop areas, or other facilities and services, necessary for the performance of the respective responsibilities involved, and reasonable to their performance.

(End of text)

#### C-211-H018 APPROVAL BY THE GOVERNMENT (NAVSEA) (JAN 2019)

Approval by the Government as required under this contract and applicable specifications shall not relieve the Contractor of its obligation to comply with the specifications and with all other requirements of the contract, nor shall it impose upon the Government any liability it would not have had in the absence of such approval.

(End of text)

## C-215-H002 CONTRACTOR PROPOSAL (NAVSEA) (OCT 2018)

(a) Performance of this contract by the Contractor shall be conducted and performed in accordance with the detailed obligations to which the Contractor committed itself in Proposal 32555 dated 9/8/2019 (Rev 2/17/2020) in response to Solicitation No. N3904019R3500 .

(b) The technical volume(s) of the Contractor's proposal is(are) hereby incorporated by reference and made subject to the "Order of Precedence" (FAR 52.215-8) clause of this contract. Under the "Order of Precedence" clause, the technical volume(s) of the Contractor's proposal referenced herein is (are) hereby designated as item (f) of the clause, following "the specifications" in the order of precedence.

(End of text)

## C-222-H001 ACCESS TO THE VESSELS BY NON-U.S. CITIZENS (NAVSEA) (APR 2019)

(a) No person not known to be a U.S. citizen shall be eligible for access to naval vessels, work sites and adjacent areas when said vessels are under construction, conversion, overhaul, or repair, except upon a finding by COMNAVSEA or his designated representative that such access should be permitted in the best interest of the United States. The Contractor shall establish procedures to comply with this requirement and NAVSEAINST 5510.2D.

(b) If the Contractor desires to employ non-U.S. citizens in the performance of work under this contract or agreement that requires access as specified in paragraph (a) of this requirement, approval must be obtained prior to access for each contract or agreement where such access is required. To request such approval for non-U.S. citizens of friendly countries, the Contractor shall submit to the cognizant Contract Administration Office (CAO), an Access Control Plan (ACP) which shall contain as a minimum, the following information:

(1) Badge or Pass oriented identification, access, and movement control system for non-U.S. citizen employees with the badge or pass to be worn or displayed on outer garments at all times while on the Contractor's facilities and when performing work aboard ship.

(i) Badges must be of such design and appearance that permits easy recognition to facilitate quick and positive identification.

(ii) Access authorization and limitations for the bearer must be clearly established and in accordance with applicable security regulations and instructions.

(iii) A control system, which provides rigid accountability procedures for handling lost, damaged, forgotten or no longer required badges, must be established.

(iv) A badge or pass check must be performed at all points of entry to the Contractor's facilities or by a site supervisor for work performed on vessels outside the Contractor's plant.

(2) Contractor's plan for ascertaining citizenship and for screening employees for security risk.

(3) Data reflecting the number, nationality, and positions held by non-U.S. citizen employees, including procedures to update data as non-U.S. citizen employee data changes, and pass to cognizant CAO.

(4) Contractor's plan for ensuring subcontractor compliance with the provisions of the Contractor's ACP.

(5) These conditions and controls are intended to serve as guidelines representing the minimum requirements of an acceptable ACP. They are not meant to restrict the Contractor in any way from imposing additional controls necessary to tailor these requirements to a specific facility.

(c) To request approval for non-U.S. citizens of hostile and/or communist-controlled countries (listed in Department of Defense Industrial Security Manual, DOD 5220.22-M or available from cognizant CAO), Contractor shall include in the ACP the following employee data: name, place of birth, citizenship (if different from place of birth), date of entry to U.S., extenuating circumstances (if any) concerning immigration to U.S., number of years employed by Contractor, position, and stated intent concerning U.S. citizenship. COMNAVSEA or his designated representative will make individual determinations for desirability of access for the above group. Approval of ACPs for access of non-U.S. citizens of friendly countries will not be delayed for approval of non-U.S. citizens of hostile communist-controlled countries. Until approval is received, Contractor must deny access to vessels for employees who are non-U.S. citizens of hostile and/or communist-controlled countries.

(d) The Contractor shall fully comply with approved ACPs. Noncompliance by the Contractor or subcontractor serves to cancel any authorization previously granted, in which case the Contractor shall be precluded from the continued use of non-U.S. citizens on this contract or agreement until such time as the compliance with an approved ACP is demonstrated and upon a determination by the CAO that the Government's interests are protected. Further, the Government reserves the right to cancel previously granted authority when such cancellation is determined to be in the Government's best interest. Use of non-U.S. citizens, without an approved ACP or when a previous authorization has been canceled, will be considered a violation of security regulations. Upon confirmation by the CAO of such violation, this contract, agreement or any job order issued under this agreement may be terminated or default in accordance with the clause entitled "Default (Fixed-Price Supply and Service)" (FAR 52.249-8), "Default (Fixed-Price Research and Development)" (FAR 52.249-9) or "Termination (Cost Reimbursement)" (FAR 52.249-6), as applicable.

(e) Prime Contractors have full responsibility for the proper administration of the approved ACP for all work performed under this contract or agreement, regardless of the location of the vessel, and must ensure compliance by all subcontractors, technical representatives and other persons granted access to U.S. Navy vessels, adjacent areas, and work sites.

(f) In the event the Contractor does not intend to employ non-U.S. citizens in the performance of the work under this contract, but has non-U.S. citizen employees, such employees must be precluded from access to the vessel and its work site and those shops where work on the vessel's equipment is being performed. The ACP must spell out how non-U.S. citizens are excluded from access to contract work areas.

(g) The same restriction as in paragraph (f) above applies to other non-U.S. citizens who have access to the Contractor's facilities (e.g., for accomplishing facility improvements, from foreign crewed vessels within its facility, etc.) except that, with respect to access to the vessel and worksite, the restrictions shall not apply to uniformed U.S. Navy personnel who are non-U.S. citizens and who are either assigned to the ship or require access to the ship to perform their duties.

(End of text)

#### C-223-N001 RADIOLOGICAL INDOCTRINATION, POSTINGS AND INSTRUCTIONS (NAVSEA) (OCT 2018)

(a) All Contractor employees performing work within the Controlled Industrial Area must view a radiological video. Contractor employees who are expected to be on site for greater than thirty (30) calendar days must attend a one-half hour indoctrination briefing. The Contractor employee shall attend the briefing prior to being issued a permanent badge. The indoctrination briefing will provide radiological fundamentals and information on radiological postings and controls.

(b) Any contractor employee who disregards, alters, moves or otherwise tampers with a radiological posting, or who disobeys a radiological instruction, shall not be allowed to continue working on site.

(End of text)

## C-223-N002 RESTRICTIONS ON USE OF YELLOW MATERIAL (NAVSEA) (OCT 2018)

Yellow colored items are of special significance within the Shipyard and are subject to strict controls. Accordingly, contractors shall not use yellow or orange-yellow colored materials for the following purposes: protective clothing, hoods, sheeting, tarpaulins, polyethylene bottles or other containers, tapes, bags, banding, identification marks on tools, boundary markers, ribbons, vent ducts, etc. Contractor generated yellow colored waste shall be disposed of by the Contractor off-yard. Shipyard refuse containers shall not be used for disposal of yellow colored waste materials. Yellow colored contract generated debris shall be bagged in non-translucent containers, and promptly removed from the Shipyard.

(End of text)

## C-223-W002 ON-SITE SAFETY REQUIREMENTS (NAVSEA) (OCT 2018)

(a) The contractor shall ensure that each contractor employee reads any necessary safety documents within 30 days of commencing performance at any Government facility. Required safety documents can be obtained from the respective safety office. Contractors shall notify the Safety office points of contact below to report completion of the required training via email. The email shall include the contractor employee's name, work site, and contract number.

(b) It is expected that contractor employees will have received training from their employer on hazards associated with the areas in which they will be working and know what to do in order to protect themselves. Contractors are required to adhere to the requirements of 29 CFR 1910, 29 CFR 1926 and applicable state and local requirements while in Government spaces. The contractor shall ensure that all on-site contractor work at the Government facility is in accordance with any local safety instructions as provided via the COR. The contractor shall report all work-related injuries/illnesses that occurred while working at the Government site to the COR.

(c) Contractors whose employees perform work within Government spaces in excess of 1000 hours per calendar quarter during a calendar year shall submit the data elements on OSHA Form 300A, Summary of Work Related Injuries and Illnesses, for those employees to the safety office, via the COR by 15 January for the previous calendar year, even if no work related injuries or illnesses occurred. If a contractor's injury/illness rates are above the Bureau of Labor Statistics industry standards, a safety assessment may be performed by the Safety Office to determine if any administrative or engineering controls can be utilized to prevent further injuries/illnesses, or if any additional Personal Protective Equipment or training will be required.

(d) Any contractor employee exhibiting unsafe behavior may be removed from the Government site. Such removal shall not relieve the contractor from meeting its contractual obligations and shall not be considered an excusable delay as defined in FAR 52.249-14.

(End of text)

## C-227-H003 PROTECTION OF NAVAL NUCLEAR PROPULSION INFORMATION (NAVSEA) (OCT 2018)

(a) During the performance of this contract Naval Nuclear Propulsion Information (NNPI) may be developed or used. Naval Nuclear Propulsion Information is defined as that information and/or hardware concerning the design, arrangement, development, manufacturing, testing, operation, administration, training, maintenance, and repair of the propulsion plants of Naval Nuclear Powered Ships including the associated shipboard and shore-based nuclear support facilities. In accordance with OPNAVINST N9210.3 of 7 June 2010, appropriate safeguards must be proposed by the Contractor and approved by the NAVSEA Contracting Officer for Security Matters for the safeguarding from actual, potential or inadvertent release by the Contractor, or any subcontractor, of any Naval Nuclear Propulsion Information in any form, classified or unclassified. Such safeguards shall ensure that only Governmental and Contractor parties, including subcontractors, that have an established need-to-know, have access in order to perform work under this contract, and then only under conditions which assure that the information is properly protected. Access by foreign nationals or immigrant aliens is not permitted. A foreign national or immigrant alien is defined as a person not a United States citizen or a United States National. United States citizens representing a foreign government, foreign private interest or other foreign nationals, are considered to be foreign nationals for industrial security purposes and the purpose of this restriction. In addition, any and all issue or release of such information beyond such necessary parties, whether or not ordered through an administrative or judicial tribunal, shall be brought to the attention of the NAVSEA Contracting Officer for Security Matters.



(b) The NAVSEA Contracting Officer for Security Matters shall be immediately notified of any litigation, subpoenas, or requests which either seek or may result in the release of Naval Nuclear Propulsion Information.

(c) In the event that a court or administrative order makes immediate review by the NAVSEA Contracting Officer for Security Matters impractical, the Contractor agrees to take all necessary steps to notify the court or administrative body of the Navy's interest in controlling the release of such information through review and concurrence in any release.

(d) The Contracting Agency reserves the right to audit Contractor and subcontractor facilities for compliance with the above restrictions.

(e) Exceptions to these requirements may only be obtained with prior approval from the Commander, Naval Sea Systems Command (Contact SEA 00P3).

(End of text)

C-227-H004 TRANSMISSION ABROAD OF EQUIPMENT OR TECHNICAL DATA RELATING TO THE NUCLEAR PROPULSION OF NAVAL SHIPS  
(NAVSEA) (OCT 2018)

(a) The supplies specified to be delivered under this contract relate to the nuclear propulsion of naval ships.

(b) Equipment and technical data defined as Naval Nuclear Propulsion Information (NNPI) under OPNAVINST N9210.3 of 7 June 2010 shall not be disclosed to foreign nationals or immigrant aliens.

(c) For other than equipment and technical data defined as NNPI in paragraph (b) above, except with the prior written consent of the Contracting Officer, or his designated representative, the Contractor shall not, at any time during or after the performance of this contract, transmit or authorize the transmittal of any equipment or technical data, as defined in paragraph (d) below, (1) outside the United States, or (2) irrespective of location, (i) to any foreign national, not working on this contract or any subcontract hereunder (ii) to any foreign organization (including foreign subsidiaries and affiliates of the Contractor), (iii) to any foreign Government, or (iv) to any international organization.

(d) As used in this requirement, the following terms shall have the following definitions:

(1) "United States" means the States, the District of Columbia, Puerto Rico, American Samoa, the Virgin Islands, Guam, and any areas subject to the complete sovereignty of the United States;

(2) "equipment" means all supplies of the kind specified to be delivered under this contract, all component parts thereof, and all models of such supplies and component parts; but "equipment" does not include standard commercial supplies and component parts, and models thereof;

(3) "technical data" means all professional, scientific, or technical information and data produced or prepared for the performance of this contract, or on or for the operation, maintenance, evaluation, or testing of any contract item, whether or not the information and data were specified to be delivered under this contract including, without limitation, all writings, sound recordings, pictorial reproductions, and drawings or other graphical representations; but "technical data" does not include such information and data on standard commercial supplies and component parts to the extent that the information and data do not relate to the use, operation, maintenance, evaluation and testing of such supplies and component parts in or in connection with any item, or component parts thereof, specified to be delivered under this contract.

(e) The Contractor agrees to insert in all subcontracts under this contract provisions which shall conform substantially to the language of this requirement, including this paragraph (e).

(f) Notwithstanding any other provisions of this requirement, this requirement shall not apply (1) where the transmittal or authorization for the transmittal of equipment or technical data is to be made pursuant to a contract or agreement to which the United States is a party; and (2) where the transmittal is to be of equipment or technical data which the Contracting Officer, or his designated representative, has declared in writing to the Contractor to be thereafter exempt from this requirement.

(End of text)

C-227-H005 UNLIMITED RIGHTS IN TECHNICAL DATA-NUCLEAR PROPULSION PLANT SYSTEMS (NAVSEA) (OCT 2018)

(a) Pursuant to subparagraph (b)(1) of the clauses entitled "Rights In Technical Data--Noncommercial Items" (DFARS 252.2277013) and "Rights In Noncommercial Computer Software And Noncommercial Computer Software Documentation" (DFARS 252.227-7014), it is agreed that all technical data pertaining to nuclear propulsion plant systems under the technical cognizance of the Navy Nuclear Propulsion Directorate, Naval Sea Systems Command (NAVSEA 08), which is specified to be delivered pursuant to this contract, shall be delivered with unlimited rights, provided, however, that nothing in the clause shall be deemed to require any subcontractor of any tier under this contract to deliver or furnish with unlimited rights any technical data which it is entitled to deliver with other than unlimited rights pursuant to said "Rights In Technical Data--Noncommercial Items" Or "Rights In Noncommercial Computer Software And Noncommercial Computer Software Documentation" clauses.

(b) It is further agreed that promptly after delivery of the vessel, or after any termination of all work under this contract, the Contractor shall submit a letter report to the Navy Nuclear Propulsion Directorate, Naval Sea Systems Command (NAVSEA 08) listing and providing a brief description of all items of technical data pertaining to the reactor plant(s) of the vessel(s) developed or prepared under this contract which were not specified to be delivered pursuant to this contract. The Contractor shall furnish in the Contractor's format and at the cost of reproduction, with unlimited rights, copies of items of technical data so reported or which should have been reported, as the Government may require in writing from time to time and at any time. However, nothing in this requirement shall require the Contractor to retain any item of such technical data beyond the period provided for in this contract, including the specifications, and other documents incorporated by reference, applicable to the item or type of technical data involved.

(End of text)

C-227-H006 DATA REQUIREMENTS (NAVSEA) (OCT 2018)

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

(End of Text)

C-227-H008 GOVERNMENT-INDUSTRY DATA EXCHANGE PROGRAM (NAVSEA) (DEC 2018)

(a) The contractor shall actively participate in the Government Industry Data Exchange Program in accordance with the GIDEP Operations Manual, S0300-BT-PRO-010. The contractor shall submit information concerning critical or major nonconformances, as defined in FAR 46.407/DFARS 246.407, to the GIDEP information system.

(b) The contractor shall insert paragraph (a) of this clause in any subcontract when deemed necessary. When so inserted, the word "contractor" shall be changed to "subcontractor."

(c) The contractor shall, when it elects not to insert paragraph (a) in a subcontract, provide the subcontractor any GIDEP data which may be pertinent to items of its manufacture and verify that the subcontractor utilizes any such data.

(d) The contractor shall, whether it elects to insert paragraph (a) in a subcontract or not, verify that the subcontractor utilizes and provides feedback on any GIDEP data that may be pertinent to items of its manufacture."

(e) GIDEP materials, software and information are available without charge from:

GIDEP Operations Center

P.O. Box 8000

Corona, CA 92878-8000

Phone: (951) 898-3207

FAX: (951) 898-3250

Internet: <http://www.gidep.org>

(End of text)

#### C-227-H009 ACCESS TO DATA OR COMPUTER SOFTWARE WITH RESTRICTIVE MARKINGS (NAVSEA) (JAN 2019)

(a) Performance under this contract may require that the Contractor have access to technical data, computer software, or other sensitive data of another party that contains restrictive markings. If access to such data or software is required or to be provided, the Contractor shall enter into a written agreement with such party prior to gaining access to such data or software. The agreement shall address, at a minimum, (1) access to, and use of, the restrictively marked data or software exclusively for the purposes of performance of the work required by this contract, and (2) safeguards to protect such data or software from unauthorized use or disclosure for so long as the data or software remains properly restrictively marked. In addition, the agreement shall not impose any limitation upon the Government or its employees with respect to such data or software. A copy of the executed agreement shall be provided to the Contracting Officer. The Government may unilaterally modify the contract to list those third parties with which the Contractor has agreement(s).

(b) The Contractor agrees to: (1) indoctrinate its personnel who will have access to the data or software as to the restrictions under which access is granted; (2) not disclose the data or software to another party or other Contractor personnel except as authorized by the Contracting Officer; (3) not engage in any other action, venture, or employment wherein this information will be used, other than under this contract, in any manner inconsistent with this requirement; (4) not disclose the data or software to any other party, including, but not limited to, joint venturer, affiliate, successor, or assign of the Contractor; and (5) reproduce the restrictive stamp, marking, or legend on each use of the data or software whether in whole or in part.

(c) These restrictions on use and disclosure of the data and software also apply to information received from the Government through any means to which the Contractor has access in the performance of this contract that contains restrictive markings.

(d) The Contractor agrees that it will promptly notify the Contracting Officer of any attempt to gain access to any information with restrictive markings. Such notification shall include the name and organization of the individual, company, or Government representative seeking access to such information.

(e) The Contractor shall include this requirement in subcontracts of any tier which involve access to information covered by paragraph (a), substituting "subcontractor" for "Contractor" where appropriate.

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

(End of text)

## C-227-H012 INVENTION RIGHTS - NUCLEAR PROPULSION PLANT SYSTEMS (NAVSEA) (MAR 2019)

(a) If in performance of this contract, the Contractor invents, discovers, conceives, or first actually reduces to practice a patentable invention pertaining to nuclear propulsion plant systems under the technical cognizance of the Deputy Commander, Nuclear Propulsion Directorate, Naval Sea Systems Command (SEA 08), the entire right, title, and interest in said invention shall be assigned to the Government, subject only to a royalty-free, non-exclusive license with the Contractor to practice the same.

(b) The Contractor shall submit annually a report of any such patentable inventions or a report that it has no such patentable inventions. The first report will be included as part of the monthly progress report following the first annual due date, and annually thereafter.

(c) The patent rights clause at Federal Acquisition Regulation (FAR) 52.227-11 entitled "Patent Rights-Ownership by The Contractor" or the patent rights clause at Department of Defense Federal Acquisition Regulation Supplement (DFARS) 252.227-7038 entitled "Patent Rights-Ownership by The Contractor (Large Business)" apply to inventions not relating to nuclear propulsion plant systems.

(End of text)

## C-237-H001 ENTERPRISE-WIDE CONTRACTOR MANPOWER REPORTING APPLICATION (NAVSEA) (OCT 2018)

(a) The contractor shall report contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the Engineering Services [insert named component] 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.

(b) The contractor is required to completely fill in all required data fields using the following web address <https://www.ecmra.mil>.

(c) 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 desk, linked at <https://dod.ecmra.support.desk@mail.mil>.

(End of text)

## C-237-H002 SUBSTITUTION OF KEY PERSONNEL (NAVSEA) (OCT 2018)

(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. Substitution shall include, but not be limited to, subdividing hours of any key personnel and assigning or allocating those hours to another individual not approved as key personnel.

(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 fortyfive (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; (3) an explanation as to why the proposed substitute is considered to have equal or better qualifications than the person being replaced; (4) payroll record of the proposed replacement; and (5) 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.

(c) Key personnel are identified in Section C.

(End of text)

#### C-237-W001 ELECTRONIC COST REPORTING AND FINANCIAL TRACKING (eCRAFT) SYSTEM REPORTING (NAVSEA) (MAY 2019)

(a) The Contractor agrees to upload the Contractor's Funds and Man-hour Expenditure Reports in the Electronic Cost Reporting and Financial Tracking (eCRAFT) System and submit the Contractor's Performance Report on the day and for the same timeframe the contractor submits an invoice into the Wide Area Workflow (WAWF) module on the Procurement Integrated Enterprise Environment (PIEE) system. Compliance with this requirement is a material requirement of this contract. Failure to comply with this requirement may result in contract termination.

(b) The Contract Status Report indicates the progress of work and the status of the program and of all assigned tasks. It informs the Government of existing or potential problem areas.

(c) The Contractor's Fund and Man-hour Expenditure Report reports contractor expenditures for labor, materials, travel, subcontractor usage, and other contract charges.

(1) Access: eCRAFT: Reports are uploaded through the eCRAFT System Periodic Report Utility (EPRU). The EPRU spreadsheet and user manual can be obtained at: <http://www.navsea.navy.mil/Home/Warfare-Centers/NUWC-Newport/Partnerships/Commercial-Contracts/Information-eCraft/> under eCRAFT information. The link for eCRAFT report submission is: [https://www.pdrep.csd.disa.mil/pdrep\\_files/other/ecraft.htm](https://www.pdrep.csd.disa.mil/pdrep_files/other/ecraft.htm). If you have problems uploading reports, please see the Frequently Asked Questions at the site address above.

(2) Submission and Acceptance/Rejection: The contractor shall submit their reports on the same day and for the same timeframe the contractor submits an invoice in WAWF. The amounts shall be the same. eCRAFT acceptance/rejection will be indicated by e-mail notification from eCRAFT.

(End of text)

#### C-242-H001 EXPEDITING CONTRACT CLOSEOUT (NAVSEA) (OCT 2018)

(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 \$1,000 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 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.

(End of text)

#### C-242-H002 POST AWARD MEETNG (NAVSEA) (OCT 2018)

(a) A post-award meeting with the successful offeror will be conducted within [ approximately 7 ] days after award of the [task order]. The meeting will be held at the address below:

Location/Address: [ Portsmouth Naval Shipyard, Building 156 ]

(b) The contractor will be given [ approximately 2 ] working days notice prior to the date of the meeting by the Contracting Officer.

(c) The requirement for a post-award meeting shall in no event constitute grounds for excusable delay by the contractor in performance of any provisions in the [task order].

(d) The post-award meeting will include, but is not limited to, the establishment of work level points of contact, determining the administration strategy, roles and responsibilities, and ensure prompt payment and close out. Specific topics shall be mutually agreed to prior to the meeting.

(End of text)

#### C-242-H003 TECHNICAL INSTRUCTIONS (NAVSEA) (OCT 2018)

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

(1) Directions to the Contractor which suggest pursuit of certain lines of inquiry, shift work emphasis, fill in details or otherwise serve to accomplish the contractual statement of work.

(2) Guidelines to the Contractor which assist in the interpretation of drawings, specifications or technical portions of work description.

(b) Technical instructions must be within the general scope of work stated in the contract. Technical instructions may not be used to: (1) assign additional work under the contract; (2) direct a change as defined in the "CHANGES" clause of this contract; (3) increase or decrease the contract price or estimated contract amount (including fee), as applicable, the level of effort, or the time required for contract performance; or (4) change any of the terms, conditions or specifications of the contract.

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

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

(End of text)

#### C-244-H001 SUBCONTRACTING OF NUCLEAR ENGINEERING EFFORT (NAVSEA) (OCT 2018)

(a) The Contractor and the Navy intend that all nuclear engineering effort under this contract be performed by employees of the Contractor or persons under the supervision of employees of the Contractor at the Contractor's facilities or at any alternate site. If, however, the Contractor considers that subcontracting some nuclear engineering effort, which will not be under the supervision of employees of the Contractor at the Contractor's facilities or at any alternate site, is necessary to meet the Contractor's contractual requirements, then notwithstanding and in addition to any other requirement of this contract, the Contractor shall submit a written request for technical approval to the Navy Nuclear Propulsion Directorate (NAVSEA 08). The request to subcontract nuclear engineering effort shall state the reasons why the subcontracting is necessary, why the effort cannot be performed by the Contractor's personnel or persons under the supervision of employees of the Contractor at the Contractor's facilities or at any alternate site, the expected number of man/hours, cost and nature of the subcontracted effort, period of performance, and the name and qualifications of the vendor to perform the subcontracted effort. NAVSEA 08 shall approve or disapprove the request in writing. The Contractor agrees not to subcontract any nuclear engineering effort which will not be under the supervision of employees of the Contractor at the Contractor's facilities or at any alternate site without obtaining the express written technical approval of NAVSEA 08.

(b) For the purpose of this requirement, the term "nuclear engineering effort" includes engineering, drafting, and related technical support effort under NAVSEA 08 technical cognizance.

(End of text)

#### C-244-H002 SUBCONTRACTORS/CONSULTANTS (NAVSEA) (OCT 2018)

Notwithstanding FAR 52.244-2(d) and in addition to the information required by FAR 52.244-2(e) of the contract, the contractor shall include the following information in requests to add subcontractors or consultants during performance, regardless of subcontract type or pricing arrangement:

(1) Impact on subcontracting goals,

(2) Impact on providing support at the contracted value,

(3) IF SEAPORT TASK ORDER - The results of negotiations to incorporate fee rate caps no higher than the lower of (i) SeaPort-NxG fee rate caps for the prime contractor, or in the case where the proposed subcontractor is also a SeaPort-NxG prime, (ii) fee rate caps that are no higher than the subcontractor's prime SeaPort-NxG contract.

(End of text)

#### C-245-H003 FACILITIES TO BE GOVERNMENT FURNISHED--ALTERNATE I (NAVSEA) (MAR 2019)

(a) The price and delivery schedule set forth in this contract contemplate the rentfree use of the facilities identified in paragraph (b) below. If the Government limits or terminates the Contractor's rentfree use of said facilities, and such action affects the ability of the Contractor to perform this contract in accordance with its terms and conditions, then an equitable adjustment in the price or delivery schedule or both, shall be made pursuant to the clause entitled "ChangesFixed Price" (FAR 52.2431) or "Changes-Cost-Reimbursement" (FAR 52.2432), as applicable, provided; however, that if the limitation or termination is due to failure by the Contractor to perform its obligations under this contract, the Contractor shall be entitled only to such adjustment as the Contracting Officer determines to be appropriate under the circumstances.

(b) The Contractor is authorized to use the facilities described below upon the prior written approval of the cognizant Contract Administration Office, which shall determine that such facilities are required to carry out the work provided for by this contract. Immediately upon receipt of each item of approved facilities, the Contractor shall notify the cognizant Contract Administration Office of the receipt of such facilities owned by the Government, which shall be made a part of the plant account assigned to the Contractor at that location.

Workstations to be provided in Government Buildings on PNS

(c) In the event there is in existence a facilities management contract effective at the same plant or general location, the facilities provided hereunder shall be made subject to all the terms and conditions of the facilities management contract.

(End of text)

#### C-245-H005 INFORMATION AND DATA FURNISHED BY THE GOVERNMENT--ALTERNATE I (NAVSEA) (MAY 2019)

(a) Contract Specifications, Drawings and Data. The Government will furnish, if not included as an attachment to the contract, any unique contract specifications or other design or alteration data cited or referenced in Section C.

(b) Government Furnished Information (GFI). GFI is defined as that information essential for the installation, test, operation, and interface support of all Government Furnished Material identified in an attachment in Section J. The Government shall furnish only the GFI identified in an attachment in Section J. The GFI furnished to the contractor need not be in any particular format. Further, the Government reserves the right to revise the listing of GFI as follows:

(1) The Contracting Officer may at any time by written order:

- (i) delete, supersede, or revise, in whole or in part, data identified in an attachment in Section J; or
- (ii) add items of data or information to the attachment identified in Section J; or
- (iii) establish or revise due dates for items of data or information in the attachment identified in Section J.

(2) If any action taken by the Contracting Officer pursuant to subparagraph (1) immediately above causes an increase or decrease in the costs of, or the time required for, performance of any part of the work under this contract, the contractor may be entitled to an equitable adjustment in the contract amount and delivery schedule in accordance with the procedures provided for in the "CHANGES" clause of this contract.

(c) Except for the Government information and data specified by paragraphs (a) and (b) above, the Government will not be obligated to furnish the Contractor any specification, standard, drawing, technical documentation, or other publication, notwithstanding anything to the contrary in the contract specifications, the GFI identified in an attachment in Section J, the clause of this contract entitled "Government Property" (FAR 52.245-1) or "Government Property Installation Operation Services" (FAR 52.245-2), as applicable, or any other term or condition of this contract. Such referenced documentation may be obtained:

(1) From the ASSIST database via the internet at <https://assist.dla.mil/online/start/>; or



(2) By submitting a request to the

Department of Defense Single Stock Point (DoDSSP)

Building 4, Section D

700 Robbins Avenue

Philadelphia, Pennsylvania 19111-5094

Telephone (215) 697-6396

Facsimile (215) 697-9398.

Commercial specifications and standards, which may be referenced in the contract specification or any sub-tier specification or standard, are not available from Government sources and should be obtained from the publishers.

(End of text)

C-245-H008 GOVERNMENT FACILITIES ON A RENT-FREE NON-INTERFERENCE BASIS (NAVSEA) (OCT 2018)

The price or estimated amount (including fee), as applicable, for the performance of this contract is predicated upon rent-free use on a non-interference basis of the facilities in the possession of the Contractor accountable under Contract N3904020F3000.

(End of text)

C-245-H011 RENT-FREE USE OF GOVERNMENT PROPERTY (AS IS) (NAVSEA) (JAN 2019)

(a) The Contractor may use on a rent-free basis, as necessary for the performance of this contract, Government property (as defined in FAR 45.101) accountable under Contract(s) N3904020F3000. The said property shall be governed by the terms and conditions of the contract(s) under which it is accountable. No representation or warranty is made by the Government as to the fitness or suitability of said property for its intended use under this contract; it being understood and agreed that the said property is being made available for use under this contract on an "as is" basis in accordance with paragraph (d)(2)(iii) of the clause entitled "Government Property" (FAR 52.245-1).

#### IDENTITY AND PERIOD OF AVAILABILITY OF GOVERNMENT PROPERTY

(b) If the Government limits or terminates the Contractor's authority to use the above referenced property and the Government's action affects the Contractor's ability to perform this contract, then an equitable adjustment shall be made in accordance with the terms and conditions of the "Changes" clause of this contract; provided, however, that if the limitation or termination is due to failure by the Contractor to perform its obligations under the above referenced contract(s), the Contractor shall be entitled only to such adjustment as the Contracting Officer determines to be appropriate under the circumstances.

(End of text)

C-251-H001 ACCESS TO THE NAVY SUPPLY SYSTEM (NAVSEA) (OCT 2018)

(a) In compliance with the comparability requirement of 10 U.S.C. 7314, Public and Private Shipyards will be provided equal access to the Naval Supply System. Use by private yards is permissive, not mandatory.

(b) Pursuant to the clause of this contract entitled "Government Supply Sources" (FAR 52.251-1) the Contracting Officer hereby authorizes the Contractor to place orders with the Navy Supply System for materials and equipment or other supplies necessary to perform the required work. The Naval Supply System shall process such orders in the same manner as it would for any other Navy supply user, and the Contractor shall make payment on account of materials and equipment and other supplies ordered or received in accordance with the normal requirements of the Naval Supply Systems Command, but in no event shall payment in full be any later than 30 days after receipt by the Contractor of each order. The Contractor shall pay the Naval Supply System any costs for materials, equipment, or other supplies obtained including any surcharges normally charged to any other Naval Supply System user.

(c) This contract has been priced on the basis that, except as specifically provided elsewhere in this contract with regards to Government furnished property, the Contractor shall provide all necessary materials, equipment and supplies for performance of this contract. If the Contractor uses the Naval Supply System, it has elected to use the system for its own convenience to meet its contractual obligations to perform the work under this contract. The Naval Supply System is considered to be an alternate source or vendor of contractor furnished material; therefore, materials, equipment, or other supplies ordered or obtained from the Naval Supply System are specifically not considered to be Government furnished material, but are considered to be contractor furnished material. The Government makes no representation as to the availability of materials, equipment, or other supplies for the performance of the work required under this contract, nor shall unavailability, late delivery, delivery of non-conforming supplies, higher costs of the Naval Supply System (if any), or any failure of the Naval Supply System to meet the expectations or requirements of the Contractor constitute excusable delay or grounds for equitable or any other adjustment to the contract or relief from the requirement to perform in accordance with the terms of the contract.

(End of text)

# Section D - Packaging and Marking

## CLAUSES INCORPORATED BY FULL TEXT

### D-211-H001 PACKAGING OF DATA (NAVSEA) (OCT 2018)

Data to be delivered by Integrated Digital Environment (IDE) or other electronic media shall be as specified in the contract.

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

Classified reports, data, and documentation shall be prepared for shipment in accordance with National Industrial Security Program Operating Manual (NISPOM), DOD 5220.22-M dated 28 February 2006 incorporating Change 2 dated 18 May 2016.

(End of text)

### D-211-H002 MARKING OF REPORTS (NAVSEA) (OCT 2018)

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

(1) name and business address of the Contractor

(2) contract number

(3) sponsor:

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(Name of Individual Sponsor)

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(Name of Requiring Activity)

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(City and State)

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# Section E - Inspection and Acceptance

## CLAUSES INCORPORATED BY REFERENCE

52.246-5            Inspection Of Services Cost-Reimbursement            APR 1984

## CLAUSES INCORPORATED BY FULL TEXT

E-246-H013 INSPECTION AND ACCEPTANCE OF DATA (NAVSEA) (OCT 2018)

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

(End of text)

E-246-H014 INSPECTION AND ACCEPTANCE OF ENGINEERING SERVICES (NAVSEA) (OCT 2018)

Item(s) 2101-4103 - Inspection and acceptance shall be made by the Contracting Officer's Representative (COR) or a designated representative of the Government.

(End of Text)

E-246-H021 COST DATA FOR QUALITY MANAGEMENT SYSTEM (NAVSEA) (JAN 2019)

The contractor shall maintain and use cost data as a management element of the Quality Management System. The specific cost data to be maintained and used will be determined by the contractor. The data shall, on request, be identified and made available for on-site review by the Contracting Officer or designated Government representative.

(End of text)

## Section F - Deliveries or Performance

### The Period of Performance of the following Firm items are as follows:

2101	04/01/2020 - 03/31/2021
2102	04/01/2020 - 03/31/2021
2103	04/01/2020 - 03/31/2021
3101	04/01/2020 - 03/31/2021

### The Period of Performance of the following Option items are as follows:

2201	04/01/2021 - 03/31/2022
2202	04/01/2021 - 03/31/2022
2203	04/01/2021 - 03/31/2022
2301	04/01/2022 - 03/31/2023
2302	04/01/2022 - 03/31/2023
2303	04/01/2022 - 03/31/2023
2401	04/01/2023 - 03/31/2024
2402	04/01/2023 - 03/31/2024
2403	04/01/2023 - 03/31/2024
2501	04/01/2024 - 03/31/2025
2502	04/01/2024 - 03/31/2025
2503	04/01/2024 - 03/31/2025
3201	04/01/2021 - 03/31/2022
3301	04/01/2022 - 03/31/2023
3401	04/01/2023 - 03/31/2024
3501	04/01/2024 - 03/31/2025

CLAUSES INCORPORATED BY REFERENCE

52.242-15 Alt I Stop-Work Order (Aug 1989) - Alternate I

APR 1984

CLAUSES INCORPORATED BY FULL TEXT

## F-211-H021 DELIVERY OR PERFORMANCE (NAVSEA) (MAR 2019)

For proposal purposes the estimated date of task order award is 3/20/20. The government reserves the right to award sooner or later if necessary. The start and end dates below will be updated accordingly upon task order award.

(End of Text)

## F-247-H001 DELIVERY OF DATA (NAVSEA) (OCT 2018)

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.

(End of Text)

## F-247-N002 INSTRUCTIONS FOR DELIVERIES TO THE PORTSMOUTH NAVAL SHIPYARD (NAVSEA) (MAR 2019)

Mark shipping documents "Notify Receiving Officer, Portsmouth Naval Shipyard prior to arrival for delivery instructions. Telephone (207) 438-5521/5206.

"All drivers must either have a NCAC or Defense Biometric Identification System (DBIDS) card in addition they must have proof of US citizenship with them (birth certificate or US passport or state enhanced driver's license [only issued by WA, NY, VT, & MI])."  
OVERSIZED CALL 24 HRS IN ADVANCE, (207) 438-5521. NO ANIMALS ALLOWED ON BASE.

Except by special arrangement, shipments will be delivered only between the hours of 7:30 AM and 3:00 PM local time, Monday through Friday. (Federal Holidays excepted.)

# Section G - Contract Administration Data

252.201-7000 Contracting Officer's Representative (DEC 1991)

The Contracting Officer's Representative (COR) is:

## Accounting Data

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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	DEC 2018

### CLAUSES INCORPORATED BY FULL TEXT

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (DEC 2018)

(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.

“Payment request” and “receiving report” are defined in the clause at 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(b) Electronic invoicing. The WAWF system provides the method to electronically process vendor payment requests and receiving reports, as authorized by Defense Federal Acquisition Regulation Supplement (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.sam.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 shall use the following information when submitting payment requests and receiving reports in WAWF for this contract or task or delivery order: **N3904020F3000**

(1) Document type. The Contractor shall submit payment requests using the following document type(s):

(i) **For cost-type line items, including labor-hour or time-and-materials, submit a COST VOUCHER.**

(ii) For fixed price line items—

(A) That require shipment of a deliverable, submit the invoice and receiving report specified by the Contracting Officer.

N/A

(B) For services that do not require shipment of a deliverable, submit either the Invoice 2in1, which meets the requirements for the invoice and receiving report, or the applicable invoice and receiving report, as specified by the Contracting Officer.

N/A

(iii) For customary progress payments based on costs incurred, submit a progress payment request.

(iv) For performance based payments, submit a performance based payment request.

(v) For commercial item financing, submit a commercial item financing request.

(2) Fast Pay requests are only permitted when Federal Acquisition Regulation (FAR) 52.213-1 is included in the contract.

[Note: The Contractor may use a WAWF “combo” document type to create some combinations of invoice and receiving report in one step.]

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

Routing Data Table\*

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	HQ0338
Issue By DoDAAC	N39040
Admin DoDAAC**	N39040
Inspect By DoDAAC	N39040
Ship To Code	N39040
Ship From Code	_____
Mark For Code	_____
Service Approver (DoDAAC)	N39040
Service Acceptor (DoDAAC)	N39040
Accept at Other DoDAAC	_____
LPO DoDAAC	N39040
DCAA Auditor DoDAAC	_____
Other DoDAAC(s)	

(4) Payment request. The Contractor shall ensure a payment request includes documentation appropriate to the type of payment request in accordance with the payment clause, contract financing clause, or Federal Acquisition Regulation 52.216-7, Allowable Cost and Payment, as applicable.

(5) Receiving report. The Contractor shall ensure a receiving report meets the requirements of DFARS Appendix F.

(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) Contact the WAWFhelpdesk at, if assistance is needed.

(End of clause)

G-216-H001 FIXED FEE WITHHOLD--FAR 52.216-8 CLARIFICATION (NAVSEA) (OCT 2018)

The Government will withhold of each fixed fee payment starting with the first invoice submitted until a total of of fixed fee has been withheld. Withheld amounts will be released in accordance with FAR 52.216-8, Fixed Fee.

(End of text)

G-216-H003 ORDERING PROCESS

G-216-H003 ORDERING PROCESS FOR MULTIPLE AWARD CONTRACTS (MACS) (NAVSEA) (MAY 2019)

(a) General. One or more orders may be issued during the performance period of this contract. The Contractor agrees to accept and perform orders issued by the Contracting Officer within the scope and within the maximum value of this contract. It is understood and agreed that the Government has no obligation to issue any orders except the minimum order. In the event of any inconsistency between any order and the contract, the contract shall take precedence.

(b) Fair Opportunity

(1) All Orders in excess of \$3,500 to be awarded under this MAC will be competed per FAR 16.505(b)(1)(i), Fair Opportunity, and DFARS 216.505-70, Ordering Under Multiple Award Contracts, unless one of the exceptions to fair opportunity at FAR 16.505(b)(2)(i) applies. Per FAR 16.505(b)(1) and DFARS 216.505-70, Orders will be tailored to specific project requirements and awarded per the evaluation criteria established in the Order solicitation. Exceptions to fair opportunity will be processed per FAR 16.505(b)(2)(ii).

(2) During the Fair Opportunity Process, the Government may: elect to conduct a restricted or an unrestricted competition. The Government may elect to restrict competition for Orders, either totally or in part, to Small Businesses or other available Small Business Administration (SBA) small business designations (i.e., 8(a), HubZone, Service Disabled Veteran Owned Small Business (SDVOSB), Economically Disadvantaged Women-Owned Small Business (EDWOSB). The Order solicitation will notify Offerors if the Order will be solicited on a restricted or an unrestricted basis.

(3) In order to be eligible as a Small Business or as a specific SBA small business designation during the competitive ordering process, the Offeror must have had that status at the time of proposal submission that resulted in the award of the Base IDIQ contract award. For competitive order solicitations that are restricted to Small Business, 8(a), HubZone, SDVOSB, EDWOSB, or WOSB, the Prime Contractor agrees:

(a) For services, at least 50 percent of the cost of contract performance incurred for personnel shall be expended for employees of the prime or other business with the same SBA small business designation; and,

(b) For supplies (other than acquisition from a non-manufacturer of the supplies), the prime or other business with the same SBA small business

designation shall perform work for at least 50 percent of the cost of manufacturing the supplies, not including the cost of materials. (See FAR 52.219-3, FAR 52.219-14, FAR 52.219-27, FAR 52.219-29, FAR 52.219-30).

(c) Competitive Ordering Process.

(1) Pre solicitation and solicitation. All IDIQ holders will receive notification of the posting at the time a proposed Order is posted to the SeaPort portal. All proposed Orders will shall incorporate all terms of the IDIQ contract unless otherwise specified in the proposed Order. IDIQ holders will be provided a reasonable response period to prepare and submit proposals based on the estimated dollar value and complexity of the proposed Order. If less than 30 days' response time was allowed and only one offer was received, the Order shall be resolicited per DFARS 215.371-2 except as provided in DFARS 215.371-4 and 215.371-5.

(a) The due date will be set forth in each solicitation.

(b) For each solicitation for which the Contractor chooses to submit a proposal, before the closing date and time specified in the solicitation, the Contractor and its subcontractors shall sign their proposal and submit it through the SeaPort portal.

(c) Proposals received from IDIQ holders not eligible to participate will not be considered.

(2) Evaluation. The Government will evaluate responses against selection criteria contained in the RFP. At a minimum, evaluation criteria will include:

(a) Price/Cost: For Cost Plus Fixed Fee Orders, the Offeror's proposal shall include a detailed cost proposal addressing all elements of cost and the applicable fixed fee of all resources required to accomplish the requirement as set forth in the RFP. For Firm Fixed Price Orders, only the firm fixed price needs to be submitted, unless otherwise specified in the RFP.

(b) Conflict of interest information, if applicable

(c) Past Performance information

(d) Other selection criteria relevant to the particular Order (e.g., technical approach, technical capability, key personnel, staffing, etc.)

(e) Relative importance of the selection criteria

(f) For each individual Order requiring data deliverables, the contractor shall identify and receive written Government approval from the Contracting Officer prior to committing to the use of any privately developed items, components, processes, computer software, and/or technical data which they:

i. intend to deliver with limited rights

ii. intend to deliver with restricted rights

iii. have not yet determined if such rights should apply.

(g) Small business participation objectives will be identified in each solicitation. The objective for individual requirements may differ from the 20% small business participation objective at the basic contract level.

(3) Order Execution/Award. Upon completion of evaluations, the Contracting Officer will issue an Order to the awardee whose proposal is most advantageous to the Government under the selection criteria set forth in the RFP. The Government reserves the right to award one, more than one, or no orders following completion of evaluations. The Contracting Officer will notify the IDIQ holders of the selection decision. All Orders will be issued electronically via the SeaPort portal, including those issued under an exception to fair opportunity.

(d) Electronic Processes

(1) General. The SeaPort Portal is accessible through the NAVSEA professional support services web site ([www.seaport.navy.mil](http://www.seaport.navy.mil)). SeaPort establishes a system in which electronic signatures, transactions, contracts, and records have the same legal effect as their paper-based counterparts, per the "Electronic Signatures in Global and National Commerce Act" (ESIGN) (Public Law 106-229; codified at 15 USC 7001-7006) and the "Government Paperwork Elimination Act" (GPEA) (Public Law 105-277; codified at 44 USC 3504 Note):

(a) Only authorized persons are permitted to engage in legally binding electronic activities, such as signing/submitting a proposal, and signing/awarding the Order. The SeaPort system requires user accounts having predetermined authority requirements (i.e., authority to legally bind the user's organization), and having username and password controls. Contractors shall only have access to the contractor side of the portal. The Contractor shall identify at least one employee, and alternate employees, having the authority to sign legally binding documents, including proposals, on behalf of the Contractor. Order Contracting Officers authorized to sign and award legally binding Orders shall be identified.

(b) The authorized user is required to confirm the intention to engage in any legally binding electronic action. The SeaPort Portal will display a notice that the user has requested a legally binding activity and shall require an affirmative/confirming response before the system will permit the requested action. The affirmative/confirming response serves as the electronic signature event.

(c) When an authorized user requests and confirms a binding action, the system automatically and securely records that event and stores the legally binding content related to that action, including (i) the authorized user (account) that requested/confirmed the binding action; (ii) the date and time the binding event occurred; and (iii) a final or "locked down" copy of the information, documents, or other materials associated with the binding event (e.g., a copy of the proposal or Order).

(d) Once the information related to a legally binding event is stored by the system, that information (i) cannot be altered or modified in any way by any user--including the authorized user who initiated and confirmed the action; and, (ii) remains accessible and retrievable by the parties throughout the records retention period required by law.

(2) Order Solicitations: The Contracting Officer for the Order logs in to the SeaPort Portal and electronically generates and releases the Order solicitation. The binding version of the Order solicitation is posted to the SeaPort Portal in Portable Document Format (PDF)

(3) Electronic Offers/Proposals:

(a) For each Order solicitation that the Contractor chooses to submit a proposal, before the closing date and time specified in the Order solicitation, an authorized, Contractor-designated, officer or employee with authority to bind the company logs on to the SeaPort system and generates/uploads the proposal materials.

(b) When the authorized user indicates that the proposal is ready for submission, the system prompts the user to confirm the intent to electronically sign and submit the proposal materials. Entering an affirmative/confirmatory response to this prompt is an electronic signature on the proposal materials, and constitutes the electronic submission of a legally binding offer by the Contractor. It is noted that in the event that an amendment is issued to a solicitation

after a proposal has been submitted, the proposal will need to be uploaded again in the system.

(c) Once electronically signed/submitted, the proposal materials cannot be modified except by submitting a new, amended proposal using the same signing/submission process (prior to the closing date/time).

(d) In the event the SeaPort system is not operational, experiences technical difficulties, or a contractor is temporarily unable to access or use the system, the Contractor shall immediately notify the Contracting Officer prior to the closing time of the solicitation. The Contracting Officer will provide specific instructions regarding submission of proposals. Absent technical difficulties, all proposals shall be submitted electronically per the procedures set forth in this text.

(4) Order Execution/Award:

(a) Upon receipt of the offers, proposals will be evaluated per the evaluation criteria set forth in the Order solicitation. When the evaluation has been completed and a contractor has been selected for award of the Order, the Contracting Officer logs on to the SeaPort Portal and generates/uploads the Order materials, including information provided by the successful Offeror (e.g., price/cost information) as well as all other terms and conditions of the binding Order.

(b) When the Contracting Officer indicates the Order is ready for award, the system issues the prompt to confirm the intent to electronically sign and award the Order. Entering an affirmative/confirmatory response to this prompt is the Contracting Officer's electronic signature on the Order; constitutes the electronic award of the Order; and generates a final PDF version of the Order. This PDF version is treated as the legally binding, executed, version of the Order, and a copy of the awarded Order will be forwarded electronically to the successful contractor.

(c) Once awarded, the Order cannot be modified except by the Contracting Officer by electronically signing/awarding an Order modification using these processes.

(5) Consent to access. The administration of this contract will entail the use of the web-based portal described in paragraph D.1. The contractor agrees that use of the portal is to be considered authorization to allow the contractor retained for the purpose of operating and maintaining the portal access to any data submitted (including cost and pricing data, data the contractor might otherwise consider proprietary and data that meets the definition of "trade secret" as used in the context of 18 USC 1905). The consent to access that is to be inferred for the use of the portal shall also be granted by any subcontractor or team member who makes a direct submission of information to the Government. The Government shall consider submission of data via the portal to be consent to access only by the portal administrative contractor. The current portal administrative contractor is Octo Consulting.

(e) Orders. Each individual Order may include cost reimbursable, fixed price (FP), or any combination of the two types of line items (CLINs). For example, an Order may request a Cost Plus Fixed Fee (CPFF) proposal for the first year of the Order, with any subsequent year to be offered as FP. Individual Orders may contain positive or negative financial incentives for technical, schedule or cost performance. The FP Orders shall include specific metrics and quality assurance plans. Orders and revisions thereto shall be made in writing and be signed by the Contracting Officer. Each Order shall, as appropriate:

(1) Refer to the appropriate line item or line items under Section B of the IDIQ contract,

(2) Set forth the specific level of effort and/or performance outcomes desired to be fulfilled under the Order,

(3) Set forth delivery or performance dates,

(4) Designate the COR (or other government designee) who will perform inspection and acceptance and past performance evaluation,

- (5) Set forth the long line of accounting with ACRNs (unfunded Orders are not authorized),
- (6) Set forth any payment options such as progress or performance-based payments,
- (7) Be dated,
- (8) Be identified by number per DFARS PGI 204.1603,
- (9) Set forth the property, if any, to be furnished by the Government and the date(s) such property is to be delivered to the Contractor,
- (10) Set forth the disbursing office where payment is to be made,
- (11) Set forth administration data,
- (12) Include a DD Form 1155 or SF 1449,
- (13) Include a DD Form 254 and specify security requirements, if applicable,
- (14) Set forth the contractor's and Government's respective technical data rights citing the applicable DFARS clauses,
- (15) Include DD form 1423 for any data requirements, and
- (16) Set forth any other pertinent information.
- (f) Unauthorized Work. The Contractor is not authorized to commence performance prior to issuance of a signed Order. Orders shall either be funded at time of award or awarded under the authority of Section I clause FAR 52.232-18, Availability of Funds.
- (g) Ombudsman Description. The Order Ombudsman is available to the Contractor to assist in the resolution of complaints arising under the issuance of any Order under this contract. Utilization of the Ombudsman process is optional. In the case of Orders valued in excess of \$25 million, the Contractor may either go to the Ombudsman or to the GAO, but not both. Per FAR 16.505(a)(10)(i)(A), no protest under FAR Subpart 33.1 is authorized in connection with the issuance or proposed issuance of an Order valued at \$25 million or less under this contract, including Contracting Officer decisions regarding fair opportunity, except for a protest on the grounds that an Order increases the scope or maximum value of this contract. If a Contractor elects to utilize the Order Ombudsman process, the Contractor is instructed to first contact the Contracting Officer for issue resolution. If the issue is not able to be resolved, the issue shall then be elevated to the Order Ombudsman. The Order Ombudsman is identified in Section G of the contract. The Government reserves the unilateral right to change Ombudsman at any time. The contractor will be notified of any such change. The Contractor authorizes the Ombudsman to disclose to other parties or to nonparties any information submitted to the Ombudsman that, in the judgment of the Ombudsman, must be disclosed within Government channels to the extent deemed necessary by the Ombudsman to facilitate understanding of the issue or issues. The Contractor also authorizes the Ombudsman to disclose to other parties or to nonparties any information submitted to the Ombudsman that, in the judgment of the Ombudsman, must be disclosed to prevent or investigate fraud, waste, abuse, criminal activity or imminent physical harm. Per FAR 16.505(a)(10)(i)(B) protests of Orders valued in excess of \$25 million may only be filed per the procedures at FAR 33.104. Any contact with the Ombudsman does not extend any of the timelines for filing a protest with the GAO.

(h) Ordering Authority and Tracking. Contracting Officers from the below listed activities are authorized to issue Orders under this contract for services or supplies listed in Section B from contract award through the end of the ordering periods specified in Section F.

see MAC contract for details

(End of Text)

CLAUSES INCORPORATED BY FULL TEXT

G-232-H001 ALLOTMENT OF FUNDS--BASIC (NAVSEA) (OCT 2018)

(a) This contract is incrementally funded with respect to both cost and fee. The table below sets out:

(1) The CLINs/SLINs covered by the clause of this contract entitled "Limitation of Funds" (FAR 52.232-22);

(2) The amount(s) presently available and allotted to this contract for payment of cost for incrementally funded CLINs/SLINs;

(3) 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); and;

(4) The period of performance for which it is estimated the allotted amount(s) will cover:

CLINs/SLINs	ALLOTTED TO COST	ALLOTTED TO FEE	PERIOD OF PERFORMANCE FOR ALLOTMENT

(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) Performance under CLINs/SLINs which are fully funded is subject to the clause of this contract entitled "Limitation of Cost" (FAR 52.232-20).

(d) The Contractor shall segregate costs for the performance of incrementally funded



CLINs/SLINs from the costs of performance of fully funded CLINs/SLINs.

(End of text)

G-232-H002 PAYMENT INSTRUCTIONS AND CONTRACT TYPE SUMMARY FOR PAYMENT OFFICE (NAVSEA) (JUN 2018)

(a) The following table of payment office allocation methods applies to the extent indicated.

Contract/Order Payment Clause	For Government Use Only					Payment Office Allocation Method
	Type of Payment Request	Supply	Service	Construction		

**PGI 204.7108(d) (12) Other applies as follows:**

**If there is more than one (1) ACRN within a contract line item, the payment office will make payment using the ACRN(s) cited on the Contractor's invoice. The non-standard clause (d) (12) Other provides a significantly better reflection of how funds will be expended in support of contract performance.**

**\*\*SEE ATTACHMENT 5 FOR APPROVAL LETTER**

\*Liquidation of Financing Payments. Liquidation will be applied by the payment office against those ACRNs which are identified by the payment instructions for the delivery payment and in keeping with the liquidation provision of the applicable contract financing clause (i.e., progress payment, performance-based payment, or commercial item financing).

(b) This procurement contains the following contract type(s):

**This entire order is Cost Type.**

(End of text)

(a) For other than firm fixed priced contract line item numbers (CLINs), the Contractor agrees to segregate costs incurred under this contract/task order (TO), as applicable, at the lowest level of performance, either at the sub line item number (SLIN) or CLIN level, rather than at the total contract/TO level, 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 technical instruction (TI), SLIN, or CLIN level. For other than firm fixed price subcontracts, 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 and Contracting Officer Representative (COR). Should the subcontractor lack encryption capability, the subcontractor may also email detailed supporting cost information directly to the Contracting Officer and COR; or other method as agreed to by the Contracting Officer.

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

(End of text)

#### G-232-W001 PROMPT PAYMENT (FAR 52.232-25) REVISED Constructive Acceptance PERIOD (NAVSEA) (OCT 2018)

In accordance with FAR 32.904(b)(1)(ii)(B)(4), the Contracting Officer has determined that more than seven days are needed for constructive acceptance. Contractors are hereby advised that the constructive acceptance period established in paragraph (a) (5) (i) of FAR clause 52.232-25, Prompt Payment is revised to 30 days in lieu of 7 working days.

(End of text)

#### G-242-H001 GOVERNMENT CONTRACT ADMINISTRATION POINTS-OF-CONTACT AND RESPONSIBILITIES (NAVSEA) (OCT 2018)

(a) The Government reserves the right to administratively substitute any of the points of contact listed below at any time.

(b) The contracting officer is the only person authorized to change this contract or orders issued thereunder. The Contractor shall not comply with order, direction or request of Government personnel - that would constitute a change - unless it is issued in writing and signed by the Contracting Officer or is pursuant to specific authority otherwise included as part of this contract. If, in the opinion of the contractor, an effort outside the existing scope contract is requested, the contractor shall promptly comply with the Notification of Changes clause of this contract.

(c) The points of contact are as follows:

(i) The Procuring Contracting Officer (PCO) is:

(ii) The Contract Specialist is:



The Contractor's point of contact for performance under this contract is:

The Contractor's point of contact for Contract matters under this contract is:

(End of text)

G-242-H002 HOURS OF OPERATION AND HOLIDAY SCHEDULE (NAVSEA) (OCT 2018)

(a) The policy of this activity is to schedule periods of reduced operations or shutdown during holiday periods. Deliveries will not be accepted on Saturdays, Sundays or Holidays except as specifically requested by the [insert activity name]. All goods or services attempted to be delivered on a

Saturday, Sunday or Holiday without specific instructions from the Contracting Officer or his duly appointed representative will be returned to the contractor at the contractor's expense with no cost or liability to the U.S. Government.

(b) The federal Government observes the following holidays:

#### HOLIDAYS\*

New Year's Day

Martin Luther King's Birthday

Presidential Inauguration Day (Washington DC metro area only)

President's Day

Memorial Day

Independence Day

Labor Day

Columbus Day

Veteran's Day

Thanksgiving Day

Christmas Day

\* Except for the Presidential Inauguration Day, if the actual date falls on a Saturday, the holiday will be observed the preceding Friday. If the holiday falls on a Sunday, the observance shall be on the following Monday.

The actual date of observance for each of the above holidays, for a specific calendar year, may be obtained from the OPM website at OPM.GOV or by using the following direct link: <https://www.opm.gov/policy-data-oversight/snow-dismissal-procedures/federal-holidays/#url>.

(c) Delayed Opening, Early Dismissal and Closure of Government Facilities. When a Government facility has a delayed opening, is closed or Federal employees are dismissed early (due to severe weather, security threat, security exercise, or a facility related problem) that prevents personnel from working, onsite contractor personnel regularly assigned to work at that facility shall follow the same reporting and/or departure directions given to Government personnel. The contractor shall not direct charge to the contract for such time off, but shall follow parent company policies regarding taking leave (administrative or other). Non-essential contractor personnel, who are not required to remain at or report to the facility, shall follow their parent company policy regarding whether they should go/stay home or report to another company facility. Subsequent to an early dismissal, delayed opening, or during periods of inclement weather, onsite contractors should monitor the OPM website as well as radio and television announcements before departing for work to determine if the facility is closed or operating on a delayed arrival basis.

(d) When Federal employees are excused from work due to a holiday or a special event (that is unrelated to severe weather, a security threat, or a facility related problem), on site contractors shall continue working established work hours or take leave in accordance with parent company policy. Those contractor employees who take leave shall not direct charge the non-working hours to the contract. Contractors are responsible for predetermining and disclosing their charging practices for early dismissal, delayed openings, or closings in accordance with the FAR, applicable cost accounting standards, and the company's established policy and procedures. Contractors shall follow their disclosed charging practices during the contract period of performance, and shall not follow any verbal directions to the contrary. The Contracting Officer will make the determination of cost allowability for time lost due to facility closure in accordance with FAR, applicable Cost Accounting Standards, and the Contractor's established accounting policy and procedures.

(e) If you intend to visit the Contracts Office, it is advised that you call for an appointment at least 24 hours in advance.

(f) The hours of operation are as follows:

AREA	FROM	TO
[PNS]	[0600]	[1600]

(g) All deliveries to the Receiving Officer, Building 170 [*Negotiator insert delivery location*], shall be made Monday through Friday from 0700 [*Negotiator enter beginning hour of operation*] to 1430 [*Negotiator enter closing hour of operation*], local time. Deliveries will not be accepted after 1430 [*Negotiator enter closing hour of operation*]. No deliveries will be accepted on federal government holidays.

(End of text)

# Section H - Special Contract Requirements

## CLAUSES INCORPORATED BY FULL TEXT

### H-209-H004 ORGANIZATIONAL CONFLICT OF INTEREST (NAVSEA) (DEC 2018)

- (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 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) 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:
- (1) 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) 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.
- (e) 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 (g) of this Special Contract Requirement relating to notification shall apply to any release of information in contravention of this paragraph (d).
- (f) 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.

(g) The Contractor agrees that, if after award, it discovers an actual or potential organizational conflict of interest, it shall make immediate and full disclosure in writing to the Contracting Officer. The notification shall include a description of the actual or potential organizational conflict of interest, a description of the action which the Contractor has taken or proposes to take to avoid, mitigate, or neutralize the conflict, and any other relevant information that would assist the Contracting Officer in making a determination on this matter. Notwithstanding this notification, the Government may terminate the contract for the convenience of the Government if determined to be in the best interest of the Government.

(h) Notwithstanding paragraph (g) 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.

(i) 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.

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

(k) 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.

(l) 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.

(m) 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.

(n) 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.

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



(End of text)

H-216-H001 LEVEL OF EFFORT--BASIC (NAVSEA) (OCT 2018)

- (a) The total level of effort for the performance of this contract is specified in and includes prime and 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 in Section B, 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 in Section B 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 (l) below), or other time and effort which does not have a specific and direct contribution to the tasks described in Sections B and C.
- (d) The level of effort for this contract shall be expended at an average rate of approximately hours per week. It is understood and agreed that the rate of man-hours per week 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 paragraphs.
- (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 in Section B 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; an offer to undertake the acceleration at no increase in the estimated cost or fee; and an offer for the additional man-hours to cover the remainder of the term to include a proposed level of effort, cost breakdown, and proposed fee. The offer shall acknowledge that the additional man-hours proposed will be subject to the terms and conditions of this contract and any additions or changes required by then current law, regulations, or directives, and that the offer, with a written notice of acceptance by the Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of a signed contract modification by the Contracting Officer.
- (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 Section B would be used prior to the expiration of the term. This order shall specify the acceleration required and the resulting revised term. The Contractor shall acknowledge this order within five days of receipt.
- (g) If the total level of effort specified in Section B is not provided by the Contractor during the period of this contract, at the Contracting Officer's sole discretion, shall either (i) reduce the fee of this contract as follows:

Fee Reduction = Fee (Required LOE - Expended LOE)

Required LOE

or (ii) subject to the provisions of the clause of this contract entitled "Limitation of Cost" (FAR 52.232-20), require the Contractor to continue to perform the work until the total number of man-hours of direct labor specified in Section B shall have been expended, at no increase in the fee of this contract.

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

(i) Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Contracting Officer with copies to the cognizant Contract Administration Office and to the DCAA office to which vouchers are submitted: (1) the total number of man-hours of direct labor expended during the applicable period that separately identifies compensated and uncompensated hours; (2) a breakdown of this compensated 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. Additionally, in the case of a cost underrun; the Contractor shall submit (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds; or, in the case of an underrun in hours, (6) the number of hours not performed against the specified total level of effort, and (7) a calculation of the appropriate fee reduction in accordance with this text. All submissions shall include subcontractor information.

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

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

(End of text)

H-223-N001 INFORMATION ON EXPOSURE TO HAZARDOUS MATERIAL (NAVSEA) (JAN 2019)

Per 29 CFR 1910.1200, Hazard Communication, you, as a contractor employer with employees working at a Government facility, are hereby informed of the hazardous materials used at the Government facility which your employees may be exposed to while working here and also to suggest appropriate protective measures. Your own responsibilities as an employer, if any, are given in 29 CFR 1910.1200.

1. Hazardous materials your employees may be exposed to. Hazardous materials are materials which are cancer causing agents, toxic or highly toxic agents, reproductive toxins, irritants, corrosives, sensitizers, liver toxins, kidney toxins, agents which act on the blood forming system, and agents which

damage the lungs, skins, eyes or mucous membranes. There are many potentially hazardous chemicals present at the Government facility which, unless controlled properly, could present a safety and health problem. The presence of many potentially hazardous materials may be apparent from the manufacturer's warning label on the hazardous material containers. The presence of many potentially hazardous materials may also be apparent due to their physical characteristics, such as the visual appearance of abrasive blasting dust or the distinctive smell of many solvents. These hazardous materials range in type and quantity. Typical hazardous materials include, but are not limited to:

- a. Metals, e.g., mercury, lead, chromium
- b. Paints and adhesives, e.g., varnishes and related products, sealing compounds, asphalt, deck and floor coverings, deck compounds
- c. Corrosives, e.g., acids, alkalis
- d. Compressed and liquefied gas, e.g., nitrogen, argon, oxygen, acetylene
- e. Lubricants and oils, e.g., greases, cutting oils, hydraulic oils, miscellaneous waxes and fats
- f. Fuels, e.g., liquid propellants, fuel oils, oxidizers, solid fuels
- g. Particulates, e.g., asbestos fiberglass, dust, fumes, mist

Depending on the material involved, materials such as these can present physical hazards and or health hazards.

2. Labeling of Hazardous Material. Containers of potentially hazardous chemicals bear manufacturer's labeling, which identifies the chemical and its manufacturer, and provides appropriate hazard warnings. In addition, some materials may be labeled with the National Fire Protection Association (NFPA) 704 label. This label uses a system of color coded symbols and numbers to convey the potential hazard of the material. The contractor should obtain information from NFPA concerning the interpretation of the 704 label.

3. Material Safety Data Sheets (MSDS). The Safety Office maintains copies of manufacturers' MSDS for potentially hazardous chemicals/materials that are known to be present in the Government facility. The contractor may, upon request to the Safety Office, review MSDS for any specific materials to which contractor employees may be exposed while performing work in the Government facility. This information may be reviewed in the Safety Office.

4. Appropriate Protective Measures. Exposure to potentially hazardous material may occur from inhalation, ingestion or skin contact with the material; therefore, the following precautions should be taken:

- a. Obey signs, directions and warning labels;
- b. Do not use unknown or labeled materials;
- c. Only operate equipment that you are authorized to operate, familiar with, and qualified to operate;
- d. If any health effects (skin rash, trouble breathing, etc.) occur, which you feel are caused by exposure to hazardous material, contact the Safety Office.

5. The Safety Office points of contact are as follows: *(insert applicable name and code)*.

(End of text)



# Section I - Contract Clauses

## NOTE:

Note: All clauses incorporated in the basic IDIQ contract apply to this Task Order, as applicable. Updated clauses have been incorporated and supersede the clauses in the basic IDIQ contract.

## CLAUSES INCORPORATED BY REFERENCE

52.204-2	Security Requirements	AUG 1996
52.204-21	Basic Safeguarding of Covered Contractor Information Systems	JUN 2016
52.211-15	Defense Priority And Allocation Requirements	APR 2008
52.216-7	Allowable Cost And Payment	AUG 2018
52.216-8	Fixed Fee	JUN 2011
52.219-8	Utilization of Small Business Concerns	OCT 2018
52.219-9 Alt II (Dev)	Small Business Subcontracting Plan (Deviation 2018-O0018) - Alternate II	AUG 2018
52.230-2 (Dev)	Cost Accounting Standards (DEVIATION 2018-O0015)	JUL 2018
52.232-18	Availability Of Funds	APR 1984
52.233-3 Alt I	Protest After Award (Aug 1996) - Alternate I	JUN 1985
52.237-3	Continuity Of Services	JAN 1991
52.243-2 Alt I	Changes--Cost-Reimbursement (Aug 1987) - Alternate I	APR 1984
52.249-6	Termination (Cost Reimbursement)	MAY 2004
252.201-7000	Contracting Officer's Representative	DEC 1991
252.225-7013	Duty-Free Entry--Basic	MAY 2016
252.231-7000	Supplemental Cost Principles	DEC 199

## CLAUSES INCORPORATED BY FULL TEXT

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

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days (insert the period of time within which the Contracting Officer may exercise the option); provided that the Government gives the Contractor a preliminary written

notice of its intent to extend at least 45 days before the contract expires. The preliminary notice does not commit the Government to an extension.

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

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 5 years.

(End of clause)

#### 52.232-19 AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (APR 1984)

Funds are not presently available for performance under this contract beyond FY20. The Government's obligation for performance of this contract beyond that date is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract beyond FY20, until funds are made available to the Contracting Officer for performance and until the Contractor receives notice of availability, to be confirmed in writing by the Contracting Officer.

(End of clause)

#### 252.237-7023 CONTINUATION OF ESSENTIAL CONTRACTOR SERVICES (OCT 2010)

(a) Definitions. As used in this clause-

(1) Essential contractor service means a service provided by a firm or individual under contract to DoD to support mission-essential functions, such as support of vital systems, including ships owned, leased, or operated in support of military missions or roles at sea; associated support activities, including installation,

garrison, and base support services; and similar services provided to foreign military sales customers under the Security Assistance Program. Services are essential if the effectiveness of defense systems or operations has the potential to be seriously impaired by the interruption of these services, as determined by the appropriate functional commander or civilian equivalent.

(2) Mission-essential functions means those organizational activities that must be performed under all circumstances to achieve DoD component missions or responsibilities, as determined by the appropriate functional commander or civilian equivalent. Failure to perform or sustain these functions would significantly affect DoD's ability to provide vital services or exercise authority, direction, and control.

(b) The Government has identified all or a portion of the contractor services performed under this contract as essential contractor services in support of mission-essential functions. These services are listed in attachment --N/A--, Mission-Essential Contractor Services, dated ---N/A-----.

(c)(1) The Mission-Essential Contractor Services Plan submitted by the Contractor, is incorporated in this contract.

(2) The Contractor shall maintain and update its plan as necessary. The Contractor shall provide all plan updates to the Contracting Officer for approval.

(3) As directed by the Contracting Officer, the Contractor shall participate in training events, exercises, and drills associated with Government efforts to test the effectiveness of continuity of operations procedures and practices.

(d)(1) Notwithstanding any other clause of this contract, the Contractor shall be responsible to perform those services identified as essential contractor services during crisis situations (as directed by the Contracting Officer), in accordance with its Mission-Essential Contractor Services Plan.

(2) In the event the Contractor anticipates not being able to perform any of the essential contractor services identified in accordance with paragraph (b) of this clause during a crisis situation, the Contractor shall notify the Contracting Officer or other designated representative as expeditiously as possible and use

its best efforts to cooperate with the Government in the Government's efforts to maintain the continuity of operations.

(e) The Government reserves the right in such crisis situations to use Federal employees, military personnel, or contract support from other contractors, or to enter into new contracts for essential contractor services.

(f) Changes. The Contractor shall segregate and separately identify all costs incurred in continuing performance of essential services in a crisis situation. The Contractor shall notify the Contracting Officer of an increase or decrease in costs within ninety days after continued performance has been directed by the Contracting Officer, or within any additional period that the Contracting Officer approves in writing, but not later than the date of final payment under the contract. The Contractor's notice shall include the Contractor's proposal for an equitable adjustment and any data supporting the increase or decrease in the form prescribed by the Contracting Officer. The parties shall negotiate an equitable price adjustment to the contract price, delivery schedule, or both as soon as is practicable after receipt of the Contractor's proposal.

(g) The Contractor shall include the substance of this clause, including this paragraph (g), in subcontracts for the essential services.

(End of clause)

## Section J - List of Attachments

<b>Attachment Number</b>	<b>File Name</b>	<b>Description</b>
1	N3904020F3000_Attachment_1_Wage-Determination_2015-4011_R12_191223Kittery.pdf	P00001: REV: N3904020F3000_Attachment_1_Wage-Determination_2015-4011_R12_D191223
2	N3904020F3000_Attachment_2_QASP.pdf	N3904020F3000_Attachment_2_QASP
3	N3904020F3000_Attachment_3_QASP Matrix.pdf	N3904020F3000_Attachment_3_QASP Matrix
4	N3904020F3000_Attachment_4_DD254-01.pdf	N3904020F3000_Attachment_4_DD254-01_Yellow
5	N3904020F3000_Attachment_5_Other-Payment-Instr_Approved.pdf	N3904020F3000_Attachment_5_Other-Payment-Instr_Approved
6	N3904020F3000_Attachment_6_Wage-Determination_2015-4013_R13_191223Portsmouth.pdf	P00001: Add: N3904020F3000_Attachment_6_Wage-Determination_2015-4013_R13_191223Portsmouth
Exhibit A	N3904020F3000_Exhibit_A_SHAPEC.pdf	N3904020F3000_Exhibit_A_SHAPEC
Exhibit B	N3904020F3000_Exhibit_B_DSSP.pdf	N3904020F3000_Exhibit_B_DSSP
Exhibit C	N3904020F3000_Exhibit_C_Waterfront.pdf	N3904020F3000_Exhibit_C_Waterfront