

SOLICITATION, OFFER AND AWARD			1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		RATING	PAGE OF PAGES 1 77	
2. CONTRACT NO. N00421-11-D-0048		3. SOLICITATION NO. N00421-10-R-0009		4. TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)		5. DATE ISSUED 24 Mar 2010	
7. ISSUED BY NAVAL AIR WARFARE CENTER AD (PAX) CODE 2.5.1.6.2.3 BLDG 441 21983 BUNDY ROAD PATUXENT RIVER MD 20670-1127		CODE N00421		8. ADDRESS OFFER TO (If other than Item 7) See Item 7		CODE	
TEL: SEE SECTION A FAX (301) 757-6516				TEL: FAX:			
NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".							
SOLICITATION							
9. Sealed offers in original and <u>4</u> copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in <u>Section L</u> until <u>02:00 PM</u> local time <u>17 May 2010</u> (Hour) (Date)							
CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.							
10. FOR INFORMATION CALL:		A. NAME HELEN CHOO		B. TELEPHONE (Include area code) (NO COLLECT CALLS) (301) 757-9056		C. E-MAIL ADDRESS helen.choo@navy.mil	
11. TABLE OF CONTENTS							
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OFFER (Must be fully completed by offeror)							
NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.							
12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.							
13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8)							
14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):				AMENDMENT NO.		DATE	
15A. NAME AND ADDRESS OF OFFEROR		CODE	4TLV5	FACILITY		16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)	
ALUTIIQ 3SG, LLC GREG HAMBRIGHT 3909 ARCTIC BLVD, STE 400 ANCHORAGE AK 99503-5710							
15B. TELEPHONE NO (Include area code) 256-489-3312		15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE. <input type="checkbox"/>		17. SIGNATURE		18. OFFER DATE	
AWARD (To be completed by Government)							
19. ACCEPTED AS TO ITEMS NUMBERED			20. AMOUNT \$18,790,753.49		21. ACCOUNTING AND APPROPRIATION		
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c)) <input type="checkbox"/> 41 U.S.C. 253(c))				23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)		ITEM	
24. ADMINISTERED BY (If other than Item 7) DCMA OPERATIONS GROUP SEATTLE CORPORATE CAMPUS EAST III 3009 112TH AVE NE, SUITE 200 BELLEVUE WA 98004-8019		CODE	S4801A	25. PAYMENT WILL BE MADE BY DFAS COLUMBUS CENTER DFAS-CQWEST ENTITLEMENT OPERATIONS PO BOX 182381 COLUMBUS OH 43218-2381		CODE	HQ0339
26. NAME OF CONTRACTING OFFICER (Type or print) JOSEPH. L. MATTINGLY TEL: (301) 995-4038 EMAIL: joseph.mattingly@navy.mil				27. UNITED STATES OF AMERICA <i>J. L. Mattingly</i> (Signature of Contracting Officer)		28. AWARD DATE 26-Jul-2011	

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.

Section A - Solicitation/Contract Form

Section L of the solicitation N00421-10-R-0009 required the Offeror under subfactor Workforce 2.3.2 to provide labor qualifications for all key and non-key factor labor categories proposed under the contract.

Per Alutiiq, 3SG, LLC (Alutiiq) proposed response to Section L 2.3.2, dated 13 May 2010, these Workforce Labor Qualifications are incorporated into Contract N00421-11-D-0048 by reference.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		1	Lot		\$12,395,410.38
	Logistics Support Services				
	CPFF				
	Services in Accordance with (IAW) Performance Based Statement of Work (PBSOW) in Section C, sections 1-17, excluding section 4.2, section 5.0, and section 11.0.				
	FOB: Destination				
				ESTIMATED COST	[(b)4]
				FIXED FEE	[(b)4]
				TOTAL EST COST + FEE	\$12,395,410.38

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		1	Lot	\$5,165,601.24	\$5,165,601.24
	Logistics Support Services				
	FFP				
	Services IAW PBSOW in Section C, sections 1-3, 4.2, 6.0-10.0, 12-17, and excluding sections 5.0 and 11.0.				
	FOB: Destination				
				NET AMT	\$5,165,601.24

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003	Other Direct Cost (ODCs) COST Travel, NMCI and incidental materials IAW PBSOW section 5.0 and section 11.0 in support of CLINs 0001 & 0002. FOB: Destination	1	Lot		\$1,229,741.87
				ESTIMATED COST	\$1,229,741.87

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0004	Data Not Separately Priced (NSP) COST Technical data to support CLINs 0001, 0002, and 0003 as described in PBSOW section 8.0. FOB: Destination		Lot		NSP
				ESTIMATED COST	\$0.00

CLAUSES INCORPORATED BY FULL TEXT

5252.211-9503 LEVEL OF EFFORT (COST REIMBURSEMENT) (NAVAIR)(OCT 2005) - ALT II (OCT 2005)

(a) The level of effort estimated to be ordered during the term of this contract is [(b)4] man-hours of direct labor including authorized subcontract labor, if any. The contractor shall not, under any circumstances, exceed one hundred (100%) percent of the total level of effort specified in this basic contract. The estimated composition of the total man-hours of direct labor by classification is as follows:

CPFF Labor Categories - CLIN 0001	Proposed Total
*Sr. Acquisition Logistics Manager (Govt site)	[(b)4]
Acquisition Logistics Manager (Govt site)	[(b)4]

*Sr. Operation Logistics Manger (Govt site)	(b)4
*Sr. Logistics Analyst (Govt site)	(b)4
*Sr. Logistics Engineer (Govt site)	(b)4
Logistics Engineer (Govt site)	(b)4
Logistics Analyst (Govt site)	(b)4
Logistics Technician (Govt site)	(b)4
Computer Operator (Govt site)	(b)4
Total	(b)4

* denotes Key Personnel labor categories

(b) FAR Clause 52.232-20, "Limitation of Cost" applies to fully funded orders and FAR Clause 52.232-22, "Limitation of Funds" applies to incrementally funded orders. Nothing in this clause amends the rights or responsibilities of the parties hereto under either of those two clauses. In addition, the notifications required by this clause are separate and distinct from any specified in either FAR Clause 52.232-20 or FAR Clause 52.232-22.

(c) In the event that less than one hundred (100%) percent of the established level of effort of the basic contract is actually expended by the completion date of the contract (or if said Level of Effort has been previously revised upward, or the fee bearing portion of the additional hours by which the Level of Effort was last increased), the Government shall have the option of:

(1) Requiring the Contractor to continue performance, subject to the provisions of the FAR Clause 52.232-20 or 52.232-22, as applicable, until the effort expended equals 100% of the established Level of Effort; or

(2) Effecting a reduction in the fixed fee by the percentage by which the total expended man-hours is less than one hundred (100%) percent of the established Level of Effort (or the fee bearing portion of the last upward revision).

(d) Completion Form Task Orders.

(1) A level of effort shall be established for each completion form task order. This estimated level of effort is established for the purpose of determining the amount of fixed fee payable on the task order and tracking the ceiling amount of the contract, it is not to be construed as a performance requirement. In the event the task(s) cannot be completed within the estimated cost, the Government will require more effort without increase in fee, if the Government elects to continue, provided the Government increases the estimated cost.

(2) Within thirty days after completion of the work under each completion form task order, the Contractor shall submit the following information directly, in writing, to the ordering officer, with copies to the COR and the Defense Contract Audit Agency office to which vouchers are submitted:

- (i) The Contractor's estimate of the total allowable cost incurred under the task order; and
- (ii) In the case of a cost under run, the amount by which the estimated cost of the task order may be reduced to recover excess funds.

(e) Term Form Task Orders.

(1) The Contractor shall notify the Procuring Contracting Officer immediately in writing whenever it has reason to believe that:

(i) The level of effort the Contractor expects to incur under any term form order in the next 60 days, when added to the level of effort previously expended in the performance of that order, will exceed seventy-five (75%) percent of the level of effort established for that order; or

(ii) The level of effort required to perform a particular term form order will be greater than the level of effort established for that order.

As part of the notification, the Contractor shall provide the Contracting Officer a revised estimate of the level of effort required to perform the order. As part of the notification, the Contractor also shall submit any proposal for

adjustment to the estimated cost and fixed fee that it deems would be equitable if the Government were to increase the level of effort as proposed by the Contractor.

(2) In performing term form task orders, the contractor may use any combination of hours of the labor categories listed in the task order.

(3) Within thirty days after completion of the work under each term form task order, the Contractor shall submit the following information directly, in writing, to the ordering officer, with copies to the COR and the Defense Contract Audit Agency office to which vouchers are submitted:

(i) The total number of man-hours of direct labor, including subcontract labor, expended and a breakdown of this total showing the number of man-hours expended in each direct labor classification listed in the task order schedule, including the identification of the key employees utilized;

(ii) The Contractor's estimate of the total allowable cost incurred under the task order; and

(iii) In the case of a cost under run, the amount by which the estimated costs of the task order may be reduced to recover excess funds.

(4) In the event that less than one hundred (100%) percent of the established level of effort of a term order (or if said level of effort has been previously revised upward, of the fee bearing portion of the additional hours by which the level of effort was last increased) is actually expended by the completion date of the contract, the Government shall have the option of:

(i) Requiring the Contractor to continue performance, subject to the provisions of the "Limitation of Cost" or the "Limitation of Funds" clause, as applicable, until the effort expended equals one hundred (100%) percent of the established Level of Effort (or of the fee-bearing portion of the last upward revision); or

(ii) Effecting a reduction in the fixed fee by the percentage by which the total expended man-hours is less than one hundred (100%) percent of the established Level of Effort (or the fee bearing portion of the last upward revision).

(5) In the event that the expended level of effort of a term order exceeds the established level of effort by ten (10%) percent or less, but does not exceed the estimated cost of the order; the contractor shall be entitled to cost reimbursement for actual hours expended, not to exceed the ceiling cost. The contractor shall not be paid fixed fee, however, on level of effort in excess of one hundred (100%) percent without complying with subsection (e)(1) above. This does not supersede or change subsection (e)(1) above, whereby the contractor and Government may agree on a change to the task order level of effort with an equitable adjustment for both cost and fee.

(f) During performance of this contract should the contractor conclude the labor hour mix requested by the government will result in an unreasonable fee adjustment, the contractor may request the Contracting Officer enter into discussions to restructure the labor mix of the contract. The intent of the discussions, which are at the sole discretion of the Contracting Officer, is to provide a forum to understand the factors that contributed to the under delivery or over delivery of hours. Factors that could be considered by the Contracting Officer include:

Funding levels

Labor mix usage

Other Direct Cost (ODC) Usage

Service Contract Act (SCA) Impacts

On-Site/Off-Site Ratio

Unplanned Overtime Usage

Other factors deemed relevant by the Contracting Officer

If the Contracting Officer determines that factors contributing to the under delivery or over delivery of hours were in the Government's best interest, the Contracting Officer may restructure the contract to revise the hours required in an effort to provide a fee more consistent with contractor's performance.

Section C - Descriptions and Specifications

PBSOW

PERFORMANCE BASED STATEMENT OF WORK (PBSOW)
NATIONAL AIR-6.7
INDUSTRIAL AND LOGISTICS MAINTENANCE PLANNING/SUSTAINMENT
DEPARTMENT
CHINA LAKE, CALIFORNIA

1.0. INTRODUCTION AND BACKGROUND

1.1 The Industrial and Logistics Maintenance Planning/Sustainment Department (AIR-6.7) of the Naval Air Systems Command is a National Organization with Headquarters being located on-board the Naval Air Station at Patuxent River, MD and is responsible for providing acquisition logistics management integration across all logistics support elements. The acquisitions of these services are required in order to ensure consistency in the procurement of logistics support services across all sites. National Sites include the Naval Air Warfare Center Aircraft Divisions at Patuxent River, MD, Lakehurst, NJ and Orlando, FL; the Naval Air Warfare Center Weapons Divisions located at China Lake, CA and Point Mugu, CA; the In-Services Support Centers located at Jacksonville, FL, Cherry Point, NC, and North Island, CA; and the Naval Air Technical Data and Engineering Command located at San Diego, CA.

Collectively these sites provide the people, skills, knowledge, equipment, tools, facilities, and technical data to establish and maintain policies, processes, and procedures for an integrated Naval Aviation Logistics and Industrial support package. AIR-6.7 is responsible for design interface, industrial and maintenance planning, integrated Warfighter support, training and training support, support equipment management and integration. They integrate Naval Aviation Enterprise (NAE) maintenance and supply functions, and maintenance scheduling and management in accordance with NAE constructs. They provide overarching industrial business operations planning and analysis to ensure continuous logistics engineering services and support from concept refinement and technology development through disposal to ensure maintainability, readiness, supportability, and affordability. These logistics management services apply to all weapons systems and subsystems including all engines, avionics, and support equipment procured by the Naval Air Systems Command.

Nationally, AIR-6.7 logistics support is currently being ordered under five site-specific contracts with ten-year periods of performance. This program-aligned structure has created overlapping logistics support contracts. By functionally aligning contract support based on department structure across all programs and standardizing the PBSOW, the Logistics Department will take advantage of consistency in personnel qualifications, standardization of quality of performance and will be better able to utilize national resources.

2.0 SCOPE: This PBSOW is to provide logistics and technical support services in the areas of planning, analysis, development, training, support equipment management, facilities and execution for PEO-A, PEO-T, PEO-(U&W), PMA-201, PMA-208, PMA-242, PMA-259, PMA-280, PMA-281, PMA-290, and AIR-6.7 Naval Air Warfare Center Weapons Division at China Lake, CA.

This PBSOW is intended to cover full logistics and technical support of AIR-6.7. This program utilizes the following types of funding: Research, Development, Test and Evaluation, (RDT&E), Aircraft Procurement, Navy (APN), and Operations and Maintenance Navy (O&MN). Section 4.0 of this Performance Based Statement of Work defines specific requirements relating to contract performance. Because individual task orders may contain only portions of the entire PBSOW all acronyms used are defined in a table at the end of the document.

- 3.0 APPLICABLE DOCUMENTS: To be specified in individual task orders.
- 4.0 REQUIREMENTS: The contractor shall provide both cost-plus-fixed-fee (CPFF) (paragraph 4.1) and firm-fixed-price (FFP) (paragraph 4.2) logistics and technical support services/tasks.
- 4.1 The contractor shall provide the following CPFF logistics and technical support/service tasks (CLIN 0001):
 - 4.1.1 Level of Repair Analysis (LORA) - The contractor shall:
 - 4.1.1.1 Develop and provide a LORA.
 - 4.1.1.2 Identify the data element inputs for development of the LORA (These inputs may become the basis for a contractor conducted LORA or provided to the Original Equipment Manufacturer (OEM) developed LORA).
 - 4.1.1.3 Conduct an economic LORA, apply sensitivities to identify the most economical repair level and provide results and recommendations.
 - 4.1.1.4 Conduct an economic LORA to determine possible costs of all maintenance support options and then identify least cost solution. Conduct a non-economic LORA to identify reasons maintenance at the Organizational, Intermediate, or Depot level should or should not be performed and provide recommendations.
 - 4.1.1.5 Evaluate LORA of systems, equipment, and associated hardware and provide recommendations for improvements.
 - 4.1.1.6 Perform audits to verify existing system repair performance against identified repair specification or goal objectives are met. Determine the difference between results of the LORA and the programs planned maintenance concept. Provide recommended rationale for changing the programs' maintenance concept.
 - 4.1.1.7 Perform Configuration Management (CM) reviews to ensure repair operations are optimally maintained.
 - 4.1.2 Design Interface/Maintenance Planning (DI/MP) - Design Interface – the contractor shall:
 - 4.1.2.1 Assess and provide recommendations for establishing or changing the maintenance programs for new or existing systems and equipment, which includes:
 - Assessing and evaluating available maintenance data
 - a. Identifying and/or developing a Baseline Comparison System (BCS)
 - b. Conducting a Comparative Analysis of new systems/equipment to the BCS
 - c. Identifying potential problems
 - 4.1.2.2 Conduct independent, technical and systems engineering assessments of logistics data for affordability, reliability, maintainability, supportability, supply support, maintenance concepts and warranty considerations.
 - 4.1.2.3 Perform database research and analyses of impacts of any proposed engineering changes that would affect the Integrated Logistics Support (ILS) and operational readiness.
 - 4.1.2.4 Review and analyze naval aviation and weapon systems maintenance engineering, logistics, technical, financial and schedule data to support ILS and maintenance policy development.

- 4.1.2.5 Identify the underlying quantitative and qualitative data necessary to support new policy initiatives required in response to changing/evolving technical, acquisition and operational logistics needs.
 - 4.1.2.6 Identify ILS and maintenance policy options and conduct cost/benefit trade-off analyses of policy options.
 - 4.1.2.7 Identify and apply alternative Life Cycle Cost (LCC) model procedures, validation approaches and tracking procedures for incorporation into LCC management plans.
 - 4.1.2.8 Assess alternatives and identify advantages and disadvantages of LCC planning and maintenance concepts for the selected end items and support items.
 - 4.1.2.9 Provide recommendations to update the LCC program objectives and technical information requirements.
 - 4.1.2.10 Develop and conduct general and specialized tests and analyses related to specification and material certifications, process specifications, maintenance task developments, failure analyses, process controls, and verifications of material tasks, material processes, specifications and standards.
 - 4.1.2.11 Investigate and evaluate new and existing technologies and manufacturing processes for application to design updates, inspections, maintenance concepts, and repair and rework tasks.
 - 4.1.2.12 Assess and report on in-service aircraft and equipment composite materials and recommend areas for improving the development of composite repair programs.
 - 4.1.2.13 Evaluate Navy industrial capability, Depot capability and engineering data for the systems and equipment to establish and revise the depth and scope of maintenance requirements.
 - 4.1.2.14 Evaluate technical manuals, local engineering specifications, local process specifications, engineering investigations and manual change releases for technical adequacy and accuracy.
 - 4.1.2.15 Develop weapon system Diminishing Manufacturing Sources and Material Shortages (DMSMS) Management Plans that identify the Government's plan to manage and support DMSMS efforts.
 - 4.1.2.16 Evaluate and provide recommendations in the resolution of weapon systems DMSMS issues.
- 4.1.3 Design Interface/Maintenance Planning (DI/MP) - Maintenance Planning – the contractor shall:
- 4.1.3.1 Determine and analyze the Organizational, Intermediate and Depot (O/I/D) levels of maintenance regarding overall reliability, maintainability, and availability characteristics and determine their projected availability, specifically with the following metrics:
 - a. Direct Maintenance Man-Hours / Flight Hours (DMMH/FH)
 - b. Mean-Time-To-Repair (MTTR)
 - c. Mean-Time-Between-Removals (MTBR)
 - d. Mean-Time-Between-Failures (MTBF)
 - e. Mean-Flight-Hours-Between-Failures (MFHBF)
 - 4.1.3.2 Assess the interface between weapon systems, Government Furnished Equipment (GFE), aircraft systems and other Government furnished systems and provide recommendations for improving operating/maintenance procedures.

- 4.1.3.3 Investigate maintenance concepts, storage and handling requirements and procedures for composite materials.
- 4.1.3.4 Recommend improvements to existing maintenance concepts, procedures and handling requirements.
- 4.1.3.5 Provide recommendations for the assignments of composite maintenance and repair capabilities among Organizational, Intermediate and Depot level activities.
- 4.1.3.6 Assess and review the maintenance planning programs and compare the maintenance engineering aspects of the programs with projected requirements for transition of maintenance capabilities.
- 4.1.3.7 The contractor shall perform the following Remove and Replace (R&R) tasks:
 - a. Verify the accuracy and completeness of the maintenance plans, assuring traceability with interfacing documents
 - b. Assess and document the Remove and Replace (R&R) tasks and ensure the scheduled and preventive inspection requirements are complete
 - c. Review the replaceable items appearing on the Inspect and Repair (I&R) working lists
 - d. Develop complete data for each replaceable item on the aircraft
 - e. Rank the failure rates and repair levels of systems, subsystems and equipment on in-services aircraft similar to those on the advanced development aircraft
 - f. Determine the impacts of each replaceable item on the supportability of the aircraft. Include manpower, cost, spares, maintenance capability and operational readiness impacts
 - g. Review the difference in recovery rates between interchangeable and replaceable items
- 4.1.3.8 Develop and evaluate maintenance tasks, requirements and concepts and evaluate new or revised, improved concepts and techniques.
- 4.1.3.9 Assess the impact to maintenance planning for alternative maintenance concepts and provide recommendations for enhancements.
- 4.1.3.10 Identify and recommend areas for changes and improvements for optimizing maintenance intervention and tactics to meet predetermined affordability and reliability goals.
- 4.1.3.11 Research and provide recommendations for ILS fleet maintenance procedures, techniques and requirements to ensure adequacy of maintenance tasks and the system fleet logistic support posture to satisfy operational requirements under stationary and mobilization conditions.
- 4.1.3.12 Conduct engineering analyses and studies of maintenance/support disciplines. Recommend ILS planning alternatives and courses of action to meet fleet readiness requirements in response to Product Quality Deficiency Reports or Engineering Investigations.
- 4.1.3.13 Develop and maintain maintenance plans, supportability analyses, maintenance tasks and LORA. Review supportability analysis worksheets for analytical correctness and element integration.
- 4.1.3.14 Develop, evaluate and recommend changes to maintenance plans for systems, equipment, subsystems, Weapon Replaceable Assemblies and Shop Repairable Assemblies. This includes the following:
 - a. Analyze the data/techniques and source of data used in generating data (and identified in) the maintenance plans
 - b. Evaluate failure modes, design feature comparisons, support experience, and operational environments

- c. Track the full integration of logistic support elements
 - d. Monitor logistic elements and data required to support end items
 - e. Determine compliance with maintenance policies and philosophies
 - f. Document analytical processes with supportability analysis procedures
- 4.1.3.15 Perform sustainment assessment/identification of Life Cycle Management opportunities for system and subsystems.
- 4.1.3.16 Identify the quantitative and qualitative data necessary to support new policy initiatives required in response to changing/evolving technical, acquisition and operational logistic needs utilizing Naval Aviation and/or Weapons maintenance, engineering, technical, financial and schedule data to support ILS policies/conceptualizations and the development and/or implementation of ILS documentation.
- 4.1.3.17 Identify ILS support and maintenance policy options and related forecasts and projections of the options impact on Fleet support. Conduct cost/benefit tradeoff analyses of policy options.
- 4.1.3.18 Provide maintenance planning support to the organization's continuous process improvement (CPI) program by developing maintenance sustainment strategies.
- 4.1.3.19 Identify maintenance performance gaps regarding CPI deployment and functionality to include recommendations for gap closure.
- 4.1.3.20 Perform analysis of fleet maintenance operational data to identify systemic in-services support issues and shortfalls to include recommendations of solutions.
- 4.1.4 Logistic Support Analysis (LSA) Database and Reports – the contractor shall:
- 4.1.4.1 Provide analyses, technical studies and reports in support of task analyses and ILS resource requirements.
 - 4.1.4.2 Identify LSA output report requirements and provide support in developing the data element selection sheet.
 - 4.1.4.3 Establish and maintain an LSA database compliant with GEIA-STD-0007 data transfer protocol and provide output reports as required.
 - 4.1.4.4 Conduct a maintenance task analysis, identify maintenance task requirements that compliment the maintenance concept, identify sequential subtasks and task resource requirements.
 - 4.1.4.5 Assess prime and OEM contract documentation for tailored maintenance task analyses for specified Airborne Weapon Systems, Subsystems and Support Systems. This includes tailoring LSA requirements and objectives and developing required contract documentation.
 - 4.1.4.6 Conduct logistics engineering evaluations of selected components of the weapon systems to identify variances in the actual performances versus logistic support analysis projections and recommend changes to the LSA databases.
 - 4.1.4.7 Develop and verify Bill of Materials (BOMs) and perform sustainability/obsolescence assessment on a system or subsystem to evaluate supply, reliability, logistics and readiness constraints and/or impacts.
 - 4.1.4.8 Identify and investigate possible options for corrective and/or mitigation options of system(s)/subsystem(s) or the individual components, as the analysis dictates.
 - 4.1.4.9 Provide Analysis of Alternatives (AoA) that provides costs, resolution cost, trade-off studies and solution options and produce report summarizing findings and recommendations.

- 4.1.4.10 Provide engineering, technical and programmatic support relating to Diminishing Manufacturing Sources and Material Shortages (DMSMS) issues.
 - 4.1.4.11 Develop recommendations to analyze and track deployment discrepancies regarding support resources and spares.
 - 4.1.4.12 Prepare Post-Deployment Maintenance, Engineering and Logistics Review Management Plans that:
 - a. Identify the requirements for evaluating the adequacy of deployed resources.
 - b. Include identification of problem areas noted during the review and assessment phase
 - c. Provide recommendations to improve policies and procedures for the conduct evaluations
 - d. Provide schedules, milestones, and estimates of the level of personnel required
 - e. Provide Lessons Learned for support planning adequacy of systems and equipment
- 4.1.5 Environmental Logistics – the contractor shall:
- 4.1.5.1 Conduct environmental reviews & analyses during the design interface and maintenance planning process to ensure compliance with Federal, DoD, Navy, state and local environmental regulations and policies.
 - 4.1.5.2 Collect, analyze, evaluate and report on emergent technologies and their attendant processes, storage and disposal requirements.
 - 4.1.5.3 Participate in the LSA process, ECP reviews, RCM, planning/analysis, technical publication and manual reviews in order to:
 - a. Identify and review impacts of new designs/design changes on existing support systems relative to environmental policies, regulations, and laws.
 - b. Ensure support of the Aviation Hazardous Materials Control and Management Program by identifying hazardous materials and making recommendations for eliminating/minimizing their use.
 - c. Promote cost effective environmental technology solutions to reduce LCC and environmental impact.
 - 4.1.5.4 Plan and coordinate the integration of maintenance pollution prevention and hazardous material technology alternatives.
 - 4.1.5.5 Identify hazardous materials as an analysis report or as data elements in the LSAR output report.
 - 4.1.5.6 Provide analyses and technical studies in support of Environmental Compliance initiatives.
 - 4.1.5.7 Review and identify life cycle support requirements and their effects on environmental policies, regulations and laws.
- 4.1.6 Reliability-Centered Maintenance (RCM) – the contractor shall:
- 4.1.6.1 Perform RCM analysis on new and/or existing systems in accordance with the germane RCM Program Plan and the NAVAIR 00-25-403 RCM Process or the MIL-P-24534A (for Aircraft Launch and Recovery Equipment).

- 4.1.6.2 Update existing RCM analyses, to include data gathering and analysis, input and maintenance of the IRCMS database, providing recommendations for PM tasks and other actions as a result of the RCM analysis, Age Exploration and recommendations for improvement of the IRCMS database and RCM process. As requested, the contractor shall also perform Weibull and related reliability analyses and root cause analysis related to the failure modes tracked in IRCMS.
 - 4.1.6.3 Participate in reviews of RCM programs, as requested by the particular FST being supported. This is to include interface with fleet maintainers, FRC personnel and OEMs as needed to update and support the RCM efforts.
 - 4.1.6.4 Track and monitor degraders and trends related to RCM metrics, as requested by the particular FST being supported.
- 4.1.7 Air/Ship Integration – the contractor shall:
- 4.1.7.1 Review ship, aviation and weapons program acquisition documentation to identify areas of aviation and weapons interface and possible logistics concerns for both new and in-service ships and new and legacy aircraft and weapons. Provide recommendations to promote the integration of evolving Navy goals and priorities such as manpower reduction, distance support, etc.
 - 4.1.7.2 Collect and analyze aviation maintenance and support requirements. Deliver consolidated evaluation of aviation requirements across the proposed Carrier Air Wing, Aviation Combat Element or aviation detachment. Develop ship design recommendations regarding the location and design of effective and efficient aviation maintenance and support activities.
 - 4.1.7.3 Provide analysis of aviation maintenance and support processes for both current and future systems.
 - 4.1.7.4 Develop shipboard aviation logistics footprints addressing all aviation and weapons requirements, capabilities, and issues aboard a single ship or ship class.
 - 4.1.7.5 Support shipboard weapons integration analysis and testing efforts.
 - 4.1.7.6 Conduct trade studies of specific ship, aviation and weapons interface issues including in-depth analysis of aircraft operations, maintenance and maintenance support functions such as supply operations.
 - 4.1.7.7 Collect and analyze data extracted from Navy and related data systems.
 - 4.1.7.8 Produce and reproduce formal, bound report products.
- 4.1.8 RESERVED
- 4.1.9 SUPPLY SUPPORT- the contractor shall:
- 4.1.9.1 Support the Direct Vendor Delivery (DVD) and Requirements Determination programs by coordinating overall Fleet Support Team (FST) actions for DVD programs. Provide recommendations on the hardware development prime contractor's statements of work and provide preliminary repair data to prospective vendors. Ensure milestone efforts that require Naval Inventory Control Point (NAVICP) actions are completed on time. Provide both

consultative and active support in the adaptation of provisioning tasks (e.g. item selection, cataloging, classification, etc.) to the DVD program through independent research and analyses of findings. Document the points of both synergy and counteraction between perceived logistic functions and weapon systems.

- 4.1.9.2 Perform Requirements Determinations of aircraft initiatives by collecting and validating relevant data to support specific item reviews for possible Logistics Engineering Change Proposals (LECP) and DVD programs and determine which require further investigations and those that do not meet specified selection criteria. Input information in the requirement determination calculation programs and store calculations into databases.
- 4.1.9.3 Continuously monitor the supply support posture for a given system. This may include, but not be limited to work such as, administering Requirements Based Forecasting Model (RBFM), forecasting efforts, parts call support, quarantine issues, DLA/NAVICP critical parts reviews, etc.
- 4.1.9.4 Using a working knowledge of Cataloguing requirements in accordance with NAVSUP P-724, Chapter 8, and knowledge in maintaining logs, matrices, websites, and other cataloguing tools, the contractor shall:
- a. Prepare, submit and coordinate National Stock Number (NSN)/Naval Ammunition Logistics Code (NALC) submittals using NOLSC-724/6, Cataloguing/Identification/Disposition Request.
 - b. Obtain technical documentation for explosive items (AUR or Component Item) for cataloguing purposes (i.e., HERO, ESD, Packaging, Certification and Final Hazard Classification documentation).
 - c. Prepare weekly highlights and keep Government Team Lead current on status of any/all cataloguing efforts.
- 4.1.9.5 Provide a working knowledge of Provisioning requirements using the ICAPS Version 5.1 database. The Interactive Computer-Aided Provisioning System is used to prepare a Provisioning Parts List (PPL) which will be prepared using the production contractor-originated baseline based upon the Technical Data Package.
- a. Draft PPL – Prepare a draft PPL using the baseline and a Provisioning Requirements Statement (PRS) and then distribute to the technical “illities”, as specified by the APML, for their review. Upon a Desk Top Provisioning Conference lead by the Supply Support Lead, a PPL shall be entered into the ICAPS program.
 - b. Final PPL – Submit the final PPL to NAVICP for final APL (Allowance Parts List) preparation by NAVICP. The APL will be used by the 'users' and Fleet for ordering purposes and maintenance by NAVICP.
- 4.1.9.6 Prepare and submit Support Equipment Recommendation (SERD) efforts for cataloging purposes IAW a SEMS AUTOSERD Template and a top level signed drawing. Submit to Code 6600E, 575 I Avenue, Suite 1, Point Mugu, CA 93042-5049. The contractor shall complete cataloging assignment upon receipt of NSN assignment from NAWCAD/LKE and NAVICP.

- 4.1.9.7 Provide supply support planning in support of the organization's continuous process improvement (CPI) program by developing supply support sustainment strategies.
- 4.1.9.8 Identify supply support performance gaps regarding CPI deployment and functionality to include recommendations for gap closure.
- 4.1.9.9 Perform analysis of fleet supply operational data to identify systemic in-services support issues and shortfalls to include recommendations of solutions.
- 4.1.9.10 Develop support packages, with associated documentation, and buffering concepts that increase performance while decreasing forward footprint. Perform logistics analysis and identify constraints in the logistics supply chain. Recommend actions to eliminate, elevate and/or exploit the constraints.
- 4.1.9.11 Performance analyses to facilitate the development of aviation logistics supply support tools.
- 4.1.10 FACILITIES – the contractor shall:
 - 4.1.10.1 Provide support to the Facilities Logistics Element Manager (LEM):
 - a. Serve as Subject Matter Expert (SME) for Ship/Shore facilities policy and process input. Collect and analyze aviation maintenance and support facility requirements.
 - b. Support SSAR configuration control board.
 - c. Coordinate in the development of Facility LEM Training.
 - d. Perform ILA assessments and provide recommendations for ILA policy changes.
 - e. Review Program facilities documentation (e.g., SDDs, SOWs, ALSPs, LRFS, etc.) and provide inputs.
 - f. Develop shore aviation logistics footprints addressing all aviation requirements, capabilities, and issues.
 - 4.1.10.2 Provide support to the Facilities LEM in support of PEOs:
 - a. Attend APEO(L) meetings and Program facility meetings.
 - b. Monitor program milestone status.
 - c. Participate in and ensure that Site Evaluations are performed and gaps have been identified and documented.
 - d. Participate in Site/Unit Activation planning schedules.
 - e. Identify, support, and monitor Military Construction (MILCON) and modification projects.
 - f. Provide Subject Matter Expertise (SME) for Ship/Shore facilities policy and processes.
 - g. Perform Facility LEM inventory tracking.
 - h. Provide Facility LEM training.
 - i. Function as ILA assessor.
 - j. Liaison to the Facilities Enterprise Team (FET).
- 4.1.11 NAVAL AVIATION MAINTENANCE PROGRAM (NAMF) – the contractor shall :

- 4.1.11.1 Manage, use, update and maintain the Change History And Review Tracking System (CHARTS).
 - 4.1.11.2 Maintain liaison within NAVAIR and externally with other organizations, to include but not limited to, COMNAVAIRFOR, HQMC ASL, COMFRC, NATEC and SPARWARSSYSCEN, to assist with coordination of maintenance and logistics policy development and changes.
 - 4.1.11.3 Provide support as required to the NAMP Working Committee.
 - 4.1.11.4 Develop and recommend policy changes in support of CPI sustainment, and changes to aviation operations and policy resulting from CPI sustainment.
- 4.1.12 MAINTENANCE SCHEDULING/MANAGEMENT – the contractor shall:
- 4.1.12.1 Review ship, weapons and aviation program acquisition documentation to identify areas of aviation interface and possible logistics concerns for both new and in-service ships and new and legacy aircraft and weapons. Provide recommendations to promote the integration of evolving Navy goals and priorities such as manpower reduction, distance support, etc.
 - 4.1.12.2 Provide analyses on current and future depot/intermediate capabilities/capacity requirements and issues.
 - 4.1.12.3 Provide analyses on current and future Workload Standards (WLS).
 - 4.1.12.4 Provide Readiness improvement status evaluations and other status reports, identifying current fleet readiness problems, mission capabilities and full mission capability factors causing readiness degradations, corrective actions, and get well dates.
 - 4.1.12.5 Conduct Industrial Source of Repair process tasks in support of depot capability establishment.
 - 4.1.12.6 Perform analyses of current processes and procedures/document recommended improvements.
 - 4.1.12.7 Provide data input and data base administration for Maintenance and Scheduling Management data bases.
- 4.1.13 SUPPORTABILITY TEST AND EVALUATION (ST&E) - the contractor shall:
- 4.1.13.1 Develop, evaluate and provide input to requirements, contracts and documentation to ensure ST&E requirements are included.
 - 4.1.13.2 Develop Supportability Test Plans to ensure systems (ship, weapons, and aircraft) products go through appropriate Test and Evaluation processes. Execute Supportability Test Plans and provide Supportability Test Plan results and reports.
 - 4.1.13.3 Evaluate, plan, coordinate and provide logistics support of the test program.
 - 4.1.13.4 Respond to Program Office, HQ and other agency data calls/requests with documented information, briefings, meetings and/or guidance for ST&E.
- 4.1.14 INTEGRATED WARFIGHTER SUPPORT COMMUNITY (IWSC) / WARFIGHTER RESPONSE CENTER (WRC) - the contractor shall:

- 4.1.14.1 Perform in-depth analyses and capture the As-Is state, perform Gap Analysis and develop the To-Be state for various aviation logistics/maintenance processes, business processes and associated data applications/systems.
 - 4.1.14.2 Develop and integrate functional requirements and design of an enterprise architecture that supports the Integrated Warfighter Support Community future state.
 - 4.1.14.3 Develop policy/procedures that address the Integrated Warfighter Support processes.
 - 4.1.14.4 Support the implementation, operation and enhancement of the Integrated Warfighter Support Services systems and supporting systems/components.
- 4.1.15 TRAINING/TRAINING SUPPORT – the contractor shall:
- 4.1.15.1 Analyze Manpower, Personnel and Training (MPT) effectiveness to determine interim and follow-on training requirements, recommended method of training, manpower and personnel impacts, rate/Navy Enlisted Code (NEC) changes or recommendations, increase/decrease of manning and other MPT information. The contractor shall request and review Navy System Training Plans (NTSP). The contractor shall review manpower projections, research training courses and NEC rate applicability as part of the NTSP development/update. Provide input to and review Front End Analysis and skill sets. Review maintenance tasks to align to the proper rate/NEC.
 - 4.1.15.2 Define training requirements and associated support strategies for new and modified weapon systems, and support Logistics Managers (LM) with training in the preparation of input to acquisition milestone schedules, ILS SOWs, Engineering Change Proposals (ECPs), Configuration Control Board forms and other logistic element planning documents. The contractor shall coordinate, track and review curriculum and training data development.
 - 4.1.15.3 Perform cost-benefit analyses and logistics training support impact assessments on new and modified and pre-planned improvements, ECPs, Technical Directives and other documentation detailing recommendations for correction of performance and logistics deficiencies.
 - 4.1.15.4 Participate in logistics-related meetings including NTSP review meetings, logistics reviews, ILS Management Teams meetings and provide coordination with other government or fleet personnel. Additionally, the contractor shall coordinate training events, meetings and conferences; prepare and deliver briefing materials, charts, viewgraphs, document meeting minutes and other items needed to facilitate logistics presentations.
 - 4.1.15.5 Review Human Systems Integration (HSI) Plans and Documents, and participate in meetings where applicable to evaluate impacts among the Systems applicable HSI Elements (i.e., Human Factors, Safety, Manpower & Personnel, Training, etc.).
 - 4.1.15.6 Review and evaluate Training Strategies/Plans, Training assessments, including but not limited to Integrated Learning Environment, Web Based Training and Embedded Training.
 - 4.1.15.7 Review, analyze, and assess manpower estimates, to include maintenance and operations manpower determinations, calculation and methodologies.
 - 4.1.15.8 Review current systems Watch Stations requirements and assess impacts driven by new or differing positions for future PQS revisions.
 - 4.1.15.9 Perform a Front End Analysis (FEA). The FEA may include but not be limited to a Mission Analysis, Job Analysis, Task Analysis, Collective and/or Individual Task Analysis, Learner Analysis and Needs Assessment.
 - 4.1.15.10 Develop Initial and Full Navy Training Systems Plans.

- 4.1.15.11 Develop the following maintenance and operator/aircrew analysis deliverables using the specifications and format specified in the task order CDRLs:
- a. Technical and Management Work Plan - Training Management Plan (TMP)
 - b. Training Situation Document (TSD)
 - c. Instructional Performance Requirements Document (IPRD)
 - d. Front End Analysis (FEA)
 - e. Instructional Media Requirements Document (IMRD)
 - f. Instructional Media Design Package (IMDP)
 - g. Training Program Structure Document (TPSD)
 - h. Course Conduct Information Package (CCIP)
 - i. Training Conduct Support Document (TCSD)
 - j. Training Evaluation Document (TED)
 - k. Test Package (TP)
 - l. Instructional Media Package (IMP)
 - m. Training System Support Package (TSSD)
 - n. Master Task List (MTL)
 - p. Personnel Qualification Standard (PQS) Development.
- 4.1.16 SUPPORT EQUIPMENT (SE) - the contractor shall:
- 4.1.16.1 Develop, review and update SE Integrated Logistics Support Documentation.
- 4.1.16.2 As part of the REI process, evaluate and recommend material and hardware substitutions to engineering (4.0) Department for their approval.
- 4.1.16.3 Conduct engineering assessments of approved systems and equipment ECP's. This includes:
- a. Determining changes to engineering elements and associated engineering requirements data
 - b. Developing Technical Directives (TD) to meet Fleet introduction of the proposed engineering changes
 - c. Recommending baseline engineering modification schedules to incorporate each ECP into the applicable systems
 - d. Evaluating engineering parameters and logistics support requirements to support the systems engineering aspects of the ECP
- 4.1.16.4 Assess and review ECP's, TD's and Publication changes, and related documents to assure that ILS requirements are properly addressed and are consistent within known program constraints. Identify their impacts on life cycle logistics planning. These evaluations shall include identifying changes to logistic support elements, associated requirements dates and impacts on delivery and deployment schedules. Identify problems and provide recommendations for their correction.

- 4.1.16.5 Validate Technical Publications and Manuals against the Maintenance Plans and Supportability Analyses and report the findings.
- 4.1.16.6 Conduct technical investigations of the Operational, Intermediate and Depot level transition requirements and provide recommendations for specified systems, subsystems and equipment transition plans and schedules for transition from contractor to Navy capability. This includes analyses of Maintenance Plans, Supportability Analyses, technical publications, training plans, support equipment, Test Program Sets, facilities, support personnel and supply support for the purpose of analyzing Integrated Logistics Support requirements for transitioning plans and schedules.
- 4.1.16.7 Conduct independent assessments of logistics data for affordability, reliability, maintainability, supportability, supply support, maintenance concepts and warranty considerations. Perform data base research and analyses of impacts for the proposed engineering changes on Integration Logistics Support and operational readiness.
- 4.1.16.8 Review and analyze Naval Aviation Maintenance engineering/technical, financial and schedule data to support ILS and maintenance policy conceptualization, development, and implementation of ILS documentation. Identify the underlying quantitative and qualitative data necessary to support new policy initiatives required in response to changing/evolving technical, acquisition and operational logistics needs resulting from experiences gained during program executions, fleet operations, tests and evaluations and in response to directions by higher authorities. Identify ILS and Maintenance options and related forecasts/projections of the options' impacts on fleet support. Conduct cost/benefit trade-off analyses of options.
- 4.1.16.9 Research and provide recommendations for Integrated Logistics Support fleet maintenance procedures, techniques and requirements to ensure adequacy of maintenance tasks and the system fleet logistic support posture to satisfy operational requirements under stationary and mobilization conditions.
- 4.1.16.10 Evaluate systems and equipment to identify obsolete/out-of-production components. Assess Government-owned inventory of obsolete/out-of-production components, usage rates and remaining service life of used-on systems/equipment. Perform analyses to determine the severity of problems and recommend alternatives.
- 4.1.16.11 Recommend methods for identifying and assessing the principal factors impacting the supportability of systems and equipment to quantify the scope and nature of logistic support required to affordably, efficiently and effectively meet specific operational mission requirements.
- 4.1.16.12 Assess Integrated Logistics Support planning and management data and documentation to identify supportability problem areas. Recommend quantitative and qualitative methodologies to evaluate the impact of Integrated Logistics Support shortfalls. Recommend actions to correct and alleviate identified support problems.
- 4.1.16.13 Conduct on-site quantitative and qualitative analyses of the Integrated Logistics Support elements, assessing support prior to and during the introduction of systems and equipment at selected test and evaluation sites, training sites and operational ashore and afloat sites. Identify variances from the documented plans, recommend corrective actions and track implementation to meet site/unit activation planning milestones.
- 4.1.16.14 Conduct assessment of approved systems and equipment Engineering Change Proposals. This includes: developing Technical Directives to meet fleet introduction of the proposed

engineering changes; recommending modification schedules to incorporate each Engineering Change Proposal into the applicable systems and evaluating logistics support requirements.

- 4.1.16.15 Define SE requirements and associated support strategies for new and modified weapon systems, and support Logistics Managers (LM) in the preparation of input to acquisition schedules, Life Cycle Supportability Plans (LCSP), User's Logistics Support Summaries (ULSS), Logistics Requirements Funding Summaries (LRFS), ILS SOWs, Diminishing Manufacturing Sources and Material Shortages (DMSMS)/obsolescence Plans, Unique Identification (UID) Plans, Support Equipment Recommendation Data (SERD), Engineering Change Proposals (ECPs), Configuration Control Board forms, and other logistic element planning documents. Provide inputs for the preparation, review and management of acquisition documents such as SOWs, Request for Proposals (RFPs) and/or Integrated Logistics Support Detail Specification (ILSDS).
- 4.1.16.16 Support LMs in the identification of, impact of, and implementation of all SE ILS elements.
- 4.1.16.17 Perform cost-benefit analyses, supportability analyses and logistics impact assessments on new and modified and pre-planned improvements, SE ECPs, Technical Directives, Design Change Notices, Source Maintenance & Recoverability (SM&R) Code changes and other documentation detailing recommendations for correction of SE performance and logistics deficiencies.
- 4.1.16.18 Originate, update and review SE information used in Support Equipment Recommendation Data (SERD), AUTOSERD, Support Equipment Requirements Management Information System (SERMIS) and other Government SE-related databases in consonance with the appropriate Weapon System Manager. The contractor shall submit database inputs and provide review comments. The contractor shall secure the proper level of SEMS access.
- 4.1.16.19 Access Government SE databases to generate SE ILS Management Reports.
- 4.1.16.20 Support SE LMs in developing Repair of Repairable and spare/material forecasts while utilizing Navy Inventory Control Point models to forecast dollar requirements.
- 4.1.16.21 Conduct site surveys and review available data to evaluate SE requirements, capabilities, availability, and supportability capabilities to provide logistics, maintenance planning, MPT, and supply support recommendations and accompanying documentation.
- 4.1.16.22 Review and assess contractor proposed changes in SE component reliability, maintainability, obsolescence or performance characteristics and develop or provide recommended changes to SE ILS planning documents such as Support Material Lists, Gross Requirements Lists, and Provisioning Technical Documentation (PTD).
- 4.1.16.23 Participate in logistics-related meetings including logistics reviews, ILS Management Teams meetings, LSA/LMI reviews, Provisioning Guidance Conferences, telephone conferences, program reviews, procurement review planning conferences, site activation meetings and initial outfitting meetings and provide coordination with other government, Fleet users, FMS customers and industry representatives while providing inputs to ensure complete SE logistics support. The contractor shall participate in "Team Building" and Coordination Meetings, Briefings and other Information Exchanges to include specialized Government unique training, as directed by competent Government Authority in support of Acquisition Logistics requirements. Additionally, the contractor shall prepare and deliver briefing and presentation materials, charts, viewgraphs, document meeting minutes and other items needed to facilitate logistics presentations.

- 4.1.16.24 Analyze in-service SE reliability, maintainability and availability characteristics, project availability, identify Fleet readiness problems and supply support deficiencies. Associated metrics for SE shall be tracked and reported on to assist in Cost-Wise Readiness Improvements. This shall include preparing data base queries from NALDA and OARS, reports and briefings as required.
- 4.1.16.25 Conduct investigations and technical studies to identify the current status of pertinent Integrated Logistics Support elements affecting the overall maintenance programs for the systems and equipment. Identify problem areas and recommend corrective actions.
- 4.1.16.26 Review, assess and provide recommendations for possible changes to site support Integrated Logistics Support readiness including: Maintenance planning; Phased support; Manpower and personnel requirements; Initial provisioning and material support; Support equipment including Automatic Test Equipment; Training and training devices; Technical Data including computer resources support; Packaging, handling, storage and transportation; and Facilities, both Shore and Ship.
- 4.1.16.27 Review technical manuals and instructions for compliance with environmental policies, regulations and laws.
- 4.1.16.28 Provide technical support for the management of Support Equipment Recommendation Data (SERD) efforts. Includes but is not limited to creating, revising and reviewing SERDs, entering applicable data into AUTOSERD, tracking excess/deficit SE in Support Equipment Resources Management Information System (SERMIS) and creating unique queries in ACQ Access for program management, engineering and logistics personnel.
- 4.1.16.29 Review Source Data Revision Recommendations (SODARRS) and provide disposition recommendations.
- 4.1.16.30 Provide technical support for system/design requirements determination and SE acquisition. Support preparation of all acquisition documents for the procurement of new and modified SE end-items including technical specifications and Statements of Work (SOWs).
- 4.1.16.31 Provide on-site representative (OSRs) to support acquisition, site activation and design and development logistics tasks.
- 4.1.16.32 Attend and participate in design reviews, program reviews, Technical Coordinating Meetings (TCMs) and other designated meetings. The contractor shall assist in the support of aircraft platform Fleet Support Team (FST) meetings, SE meetings, aircraft maintenance plan reviews and tool vendor meetings.
- 4.1.16.33 Be proficient in the utilization of information systems including LSA, APIMS, NATEC Website, NAVICP Asset Visibility and SERMIS.
- 4.1.16.34 Acquire and maintain access to both Government and prime contractor websites and databases as necessary to perform his/her duties.
- 4.1.16.35 Support the distribution of Support Equipment including the initial outfitting of Peculiar Support Equipment for Aircraft Platform Site Activations.
- 4.1.16.36 Support site standup requirements support in the design or evaluation of kitting and container layouts, compare tool list requirements and screen for stock numbered equivalents, assist in the design or evaluation of modified tool requirements, conduct vendor research, determine etching needs, develop and update schedules.

- 4.1.16.37 RESERVED
- 4.1.16.38 RESERVED
- 4.1.16.39 Provide personnel and support to assure the timely delivery of designated SE for Initial Outfitting / Site Activation purposes. Tasks shall include (but are not limited to):
- a. Support the Acquisition Manager by scheduling/managing deliveries of SE to the fleet utilizing the authorized government SE management database.
 - b. Enter, maintain, and update all program acquisition information in the authorized Government acquisition database.
 - c. Support program Site Activation personnel in the planning for and preparation of site activation SE requirements lists, shipping schedules and discrepancy lists.
 - d. Generate Temp Loan request forms, arrange shipment, track return dates and ensure all equipment is returned, when required.
 - e. Maintain all SE site activation lists and record changes/updates as new equipment is sent to each activity.
 - f. Providing monthly and/or ADHOC reports such as Staging Facility receives/pushes, Temp Loan status, MILSTRIP status, Cataloging & data imaging status and current acquisition activities database status.
- 4.1.16.40 RESERVED
- 4.1.16.41 Provide Technical Services for existing and future Foreign Military Sales Cases in support of ongoing Security Assistance Programs. Participate as Expert Technical Advisor to NAVAIR representatives at domestic and in country FMS Program meetings, reviews and site surveys.
- 4.1.16.42 Provide Pricing and Availability (P&A) data in System List Model (SLM) order for prospective Foreign Military Sales Cases. The Support Equipment Management System (SEMS) Database will be the principle criteria employed to develop P&A estimates.
- 4.1.16.43 Provide acquisition management support for items not conforming to standard Navy stocked items for existing and future Foreign Military Sales Cases, Site Activation and Stand-up.
- 4.1.16.44 Research, compile and correlate the technical data required to populate and update the Advanced System for Support Equipment Tracking (ASSET) Database. Extract, publish and distribute the ASSET Master Support Equipment Requirements List (MSERL) and the ASSET Acquisition Tracking Report (AATR). Prepare and provide a FMS Case sensitive Technical Data Package for all items contained within the ASSET database. This includes SERDs, Technical Manuals, Drawings, Vendors Catalogs and Item Descriptions.
- 4.1.16.45 Provide detailed "Technical Evaluation" of new and/or revised Support Equipment Recommendation Data (SERD) as it relates to FMS supported Weapon Systems acquisition.
- 4.1.16.46 Review, analyze and determine the depth and range of Engineering Change Proposals on FMS CASE Support Plans and provide documentation of completed analyses.
- 4.1.16.47 Prepare "Rough Draft" correspondence to answer inquiries, establish, and confirm FMS Case unique "Maintenance Philosophy" and to provide (Workaround) solutions for long-term situations that adversely influence FMS SE operational capabilities.

- 4.1.16.48 Research, evaluate and recommend alternate sources of procurement for Original Equipment Manufacturer “Out of Production” or “No Bid” Items and for developmental / prototype Items necessary to support unique FMS Case specific requirements.
 - 4.1.16.49 Access and operate various computer programs resident on the Navy Marine Corps Intranet (NMCI) and other remote database resources such as the Navy International Logistics Control Office, Master Information for International Logistics (MISIL) and Naval Inventory Control Point, Master Data File (MDF) resident on the Navy Logistics Network, to update and maintain current FMS related data.
 - 4.1.16.50 Perform studies, analyses and evaluations related to computer software programs in use for the management of FMS database development and the configuration of automated computerized management.
- 4.1.17 MOBILE FACILITIES (MF) – the contractor shall:
- 4.1.17.1 Develop, integrate, test and evaluate Mobile Facilities (MF's) to include comprehensive technical support for the configuration, design, inventory, workload management and sustaining logistics/logistics engineering for all mobile facilities.
 - 4.1.17.2 Design, develop and integrate new systems and/or components. Inventory management, tracking and life cycle management of these new systems and/or components worldwide shall be included.
- 4.1.18 METROLOGY AND CALIBRATION – the contractor shall:
- 4.1.18.1 Monitor, evaluate, track and report on Engineering Investigations, Product Quality Deficiency Reports, Hazardous Material Reports, Aircraft Inspection Discrepancy Reports, Depot work/rework and trouble reports.
 - 4.1.18.2 Collect, analyze, evaluate and report on Local Engineering Specifications and Local Process Specifications.
 - 4.1.18.3 Evaluate and recommend calibration and measurement requirements and implement Calibration and Measurement Requirements Summary reports.
 - 4.1.18.4 Collect, analyze, evaluate and report on engineering specifications and local process specifications related to metrology and calibration requirements/support.
 - 4.1.18.5 Interface with, liaison and assist elements of metrology/calibration in all phases of acquisition planning, estimating, requisitioning and tracking of reference Calibration Standards/equipment required to support aviation calibration activities.
 - 4.1.18.6 Review, assess and provide support for development of, and possible changes to, calibration standards related documents, analyses, algorithms, data, inventory objectives, range/depth and technical measurement capabilities.
 - 4.1.18.7 Evaluate reference calibration standards, calibration equipment, infrastructure, support processes and policies in terms of their effectiveness in meeting aviation readiness goals. Provide recommendations and methods of improvement.
 - 4.1.18.8 Provide technical support for the management of commercial and organic technical data, documents and manuals which support the metrology and calibration program, including

effective liaison with supporting organizations responsible for distribution to aviation activities (and others as required). This task includes electronic media and digitization of current and legacy documents.

- 4.1.18.9 Provide analysis, recommendations and implementation assistance for product line organizational structure and process reengineering required to meet high-level METCAL policy/guidance as required to support naval aviation engineering, logistics and maintenance.
 - 4.1.18.10 Assess, develop, provide, review and evaluate metrology and calibration training strategies/plans, conduct skill assessments and training; including but not limited to, Integrated Learning Environment, Web Based Training, and Embedded Training.
 - 4.1.18.11 Provide metrology technical support in program reviews. Propose technical program improvements based on engineering expertise, experience and judgment when appropriate or as opportunities arise. Contribute to strategic planning and identify initiatives when experience gained from participating in technical issue resolutions dictates. Provide support in planning and managing the execution of the metrology and calibration engineering and logistics programs.
 - 4.1.18.12 Schedule equipment into global service centers and calibration laboratories for calibration and repair using MEASURE and direct interface with customer activities to determine their mission support needs and priorities.
 - 4.1.18.13 Provide technical and procedural advice, guidance and support to calibration laboratory personnel and other Navy & Marine personnel concerning metrology related matters such as the repair, calibration and modification of precision measurement equipment.
 - 4.1.18.14 Provide repair, calibration and modification of a wide variety of complex precision measurement equipment utilized by the Navy & Marine Corps activities and other laboratory customers.
 - 4.1.18.15 Interface with NAVAIR METCAL Program Office on matters requiring their assistance or direction; including, but limited to, providing required reference calibration standards and equipment; new or revised calibration procedures; support of newly identified customers; data logging and reporting requirements.
 - 4.1.18.16 Provide analysis, assessments and justification for new reference calibration standards required for performance of calibration maintenance and traceability to US National and International Units of Measurement.
 - 4.1.18.17 Attend, participate, support, analyze, provide input, develop, prepare and report on meetings, conferences and review boards.
- 4.1.19 JOINT INTERSERVICE – the contractor shall:
- 4.1.19.1 Coordinate, manage, and support the successful execution of the Joint Depot maintenance (JDM) program in accordance with OPNAVINST 4790.14A.
 - 4.1.19.2 Coordinate and optimization of efficiencies across Services for the Joint Inter-Services process in support of Naval Aviation Maintenance
 - 4.1.19.3 Coordinate, track progress, perform analyses and provide status reports for DSOR/DMI introductions and recommendations between services in accordance with OPNAVINST 4790.14A.

- 4.1.19.4 Monitor workload forecasting, track inter-service production data, coordinate funding and organize training across the Navy in support of the Navy IMACS database.

4.1.20 CORE/TITLE 10 – the contractor shall:

- 4.1.20.1 Provide industrial legislative support to include the delivery of timely and accurate products in support of CORE Analysis/Title 10 Branch to support the successful execution of the Industrial Legislative program in accordance with DoDI 4151.20 of Jan 07 and Title 10, United States Code. This includes:
- a. Support the interpretation of data produced by the NIIN/System/Platform Relational Database (NSPRDB).
 - b. Support the loading and coding of data received from other activities critical to the CORE assignment process.
 - c. Provide software configuration changes to accommodate upgrades to the existing CORE application as well as database cleanup.
 - d. Provide continued Visual Basic programming support as either problems in the current software operations occur or changes in the input/output data requirements.
 - e. Provide analytical interpretation, as requested, of changes in the CORE coding methodology and its impact on the current automated CORE assignment coding process.
 - f. Provide continued maintenance support to the CORE Component Application including maintenance training, configuration, and security, including emphasis on components to provide optimal integration of I and D level maintenance. This involves answering questions and conducting training on the NSPRDB and the CORE Calculation process.
 - g. Provide data management assistance for the annual CORE calculation process as requested.
- 4.1.20.2 Research, conduct, document and submit preliminary and final CORE analyses to determine if workload associated with a NAVAIR-procured weapon system or other military equipment is required to sustain aviation depot-level CORE capability in accordance with Title 10, United States Code, section 2464 and DoD Instruction 4151.20 of Jan 07.
- 4.1.20.3 Research, compile, validate CORE depot-level workload and depot-level funding for calculating the amount of CORE-sustaining workload, expressed in units/direct labor hours, for annual, biennial, and long-range reports interfacing with program manager/office, NAVICP, OPNAV, as required by the DoDI 4151.20 of Jan 07 and Title 10, United States Code.

4.1. 21 INDUSTRIAL BUSINESS OPERATIONS – the contractor shall:

- 4.1.21.1 Provide timely and accurate tactical, operational, and strategic planning support for depot maintenance industrial business operations in support of weapon systems with primary focus on those that are aeronautical in mission.
- 4.1.21.2 Conduct thorough and complete analyses of specific studies and identify and document trends occurring in the Navy organic sector, Commercial sector, and Inter-service sector, as directed.
- 4.1.21.3 Analyze the full spectrum of technology trends and document the findings in the format specified.

- 4.1.21.4 Perform full spectrum manufacturing and/or repair trends analysis and document the findings in the format specified
- 4.1.21.5 Perform performance, capability, capacity, throughput to optimize resource allocation and usage across the Industrial sectors
- 4.1.21.6 Perform detailed analyses that link Program, SYSCOM, Service Staff, Fleet, and full-spectrum maintenance sector acquisition and sustainment strategies to optimize investment and support plans.
- 4.1.21.7 Define and develop long range goals and objectives for emerging issues and industrial trends and develop a viable plan for their implementation within the Industrial complex.
- 4.1.21.8 Identify, develop, coordinate and document innovative industrial maintenance support strategies via Intra-Navy and Inter-Service agencies to optimize future investment strategies for both acquisition and sustainment plans for full spectrum weapons systems support.

4.2 The contractor shall provide the following firm-fixed-price (FFP) logistics and technical support service/tasks (CLIN 0002):

4.2.1 Program Management: The contractor shall serve as the overall manager and administrator for its contractor effort, and shall act as the primary interface and point of contact with Government program authorities and representatives on programs/projects and contract management procedures and controls, planning and directing project execution, and monitoring and reporting progress. The contractor shall control all financial and administrative aspects of the programs with respect to its contractual requirements.

The contractor shall manage and control all aspects of the assigned task orders. Duties and responsibilities are:

- a. Analyzes and records program needs
- b. Develops program management plans for Government approval, and implements Government-approved program management plans
- c. Analyzes, develops, tracks and reports on program budgets
- d. Develops program schedules for Government approval, and implements and reports on Government-approved program schedules.
- e. Develops risk mitigation actions at the program level for Government approval.
- f. Develops quality assessment and assurance procedures at the program level for Government approval, and implements the Government-approved quality assessment and assurance procedures.
- g. Execute, based on the awarded task order, the best utilization of corporate team member personnel resources at the program level.
- h. Performs liaison duties among corporate entities, corporate team members, and government representatives.

4.2.2 Administrative Support: The contractor shall prepare, maintain, and preserve technical or administrative documentation, data, correspondence, and records. Specifically the contractor shall:

4.2.2.1 Provide the following administrative/program/project support functions:

- a. Prepare for meetings and conferences by arranging for location, recording minutes, preparing minutes, proposing attendees, agenda, etc.
- b. Be proficient in the use of Microsoft Office products, to include Office, Excel, PowerPoint, Outlook and Project.
- c. Schedule, arrange, coordinate attendees and run Video Teleconferences (VTC) and phone conferences.

- d. Prepare and update letters, Naval messages, directives, instructions, reports, briefings, standards and other documents as required.

4.2.2.2 Provide analysis, planning and coordination for strategic planning and strategy efforts. Provide lessons learned analyses and/or documentation. Provide administrative and project management support, analysis and documentation/ presentation support for assigned Program, Project, and/or Department Program Management meetings. Design and develop executive level briefings, policy, and documents. Collect and coordinate information for use in executive level briefings.

4.2.2.3 Provide the following financial management functions:

- a. Manage and monitor obligations of execution year funds. Provide/coordinate inputs, recommendations and impacts for prioritization decisions of execution funding, to include population/maintenance of spend plans, and tracking expenditures of all sources of funding. Develop long term funding strategies.
- b. Support NAVAIR and OPNAV leadership in the development of budget requirements and documentation.
- c. Respond to Program Office, Branch, Division, Department, HQ and other agency data calls/requests with documented information and/or briefings related to managed funds.

4.2.2.4 Provide the following Communications/Public Affairs functions:

- a. Maintain liaison with NAE, NAVAIR, COMNAVAIRFOR, COMFRC and HQMC Public Affairs Officers to assist with communication and coordination among these organizations and to implement Navy programs, provide support and ensure communication of these activities throughout the organization.
- b. Collection requisite information, develop and deliver recommended press releases and reports for the public and military.
- c. Support the conduct of interviews and taking of photographs and/or videos in order to prepare articles appropriate for perpetuating leadership, training, motivation and enthusiasm of the Program's, Project's, and/or Department's goals/mission for inclusion in appropriate publications. Provide information, to include prepared articles, to military publications and web sites, to promote and publicize the mission/goals of the Program, Project and/or Department.
- d. Recommend, implement and provide advise on Navy and command public relations policies and procedures, which may include supporting the obtainment of guidance from higher echelon Public Affairs Office on resolution of unprecedented problems that may necessitate deviation accepted practices.
- e. Write, compose, edit, layout, photograph, select, assemble and communicate original material for internal and public distribution as necessary using journalistic styles and graphic designs suitable to its purpose, including, but not limited to, publications, web sites, oral and visual presentation scripts, speeches, regular and special reports, correspondence, news releases or advisories, newsletters and publicity packets that proactively address emerging issues or answer internal and external inquires of diverse individuals and groups clearly and concisely.

5.0 OTHER DIRECT COSTS (CLIN 0003)

5.1 The contractor may be required to incur travel, NMCI, and incidental supplies and materials costs in support of this effort as Other Direct Costs (ODC). Clause 5252.242-9515 details allowable costs and restrictions on the direct charging of materials costs. Only those material expenses having prior COR approval shall be reimbursed to the contractor. ODC's may include general and administrative (G&A) expenses but shall not include profit.

5.2 The contractor shall notify the Procuring Contracting Officer (PCO) and the COR when the sum of all ODC purchases (incidental materials, NMCI, and travel) reaches 75 percent of the available funding for ODCs for each contract year.

5.3 All material associated with this contract that is purchased by the contractor and not depleted during the performance of the contract shall become the property of the Federal Government. The contractor shall transfer all materials not depleted to the COR by way of Material Inspection and Receiving Report (DD250).

6.0 GENERAL SUPPORT REQUIREMENTS/UTILITIES

6.1 The contractor shall maintain electronic capabilities necessary to prepare documents and software packages compatible with the Government automatic data processing (ADP) environment through the security classification of Top Secret. The current environment is as follows:

- Microsoft Windows NT/2003/XP
- Microsoft Project 2003
- Microsoft Office 2003/XP
- Microsoft Excel 2003
- Microsoft Word for Windows 2003
- Microsoft Power Point 2003
- Microsoft Outlook 2003/XP
- Microsoft Access
- Internet access/World Wide Web based applications

6.2 The contractor shall maintain the ability to interface with and transfer data to and from AIR-6.7 software applications and their upgraded versions.

6.3 The contractor shall maintain state-of-the-art virus software and ensure that all media are virus free when delivered.

6.4 The contractor shall be capable of Internet and LAN communications with the program office in accordance with Naval Air Warfare Center Aircraft Division (NAWCAD) and Local Command Information Management Department (IMD) standards.

6.5 The contractor shall be capable of maintaining real-time communications, both voice and data transfer capabilities, with AIR-6.7 during working hours whether at contractor work site, the AIR 6.7 office or on travel.

6.6 All documentation shall be prepared in accordance with Navy correspondence guidelines.

6.7 The contractor shall provide the graphic capabilities required to assemble, organize and edit technical material for presentations for both unclassified and classified material, up to the Top Secret level.

6.8 The contractor shall provide technical recommendations for program documentation in accordance with DoD 5000.1 and DoD 5000.2 and SECNAV 5000.2.

6.9 The contractor shall, when specified by the customer, attend meetings in an advisory capacity to the program office and maintain minutes, which shall include a summary of attendees, agenda items, discussions and action items.

6.10 The contractor shall be capable of performing work in the contractor's facilities and on-site at the Government's facility.

6.11 The contractor shall locate and secure conference room facilities for conducting meetings at the classification level of up to and including Top Secret as required.

7.0 SECURITY

7.1 Only U.S. citizens may perform under this contract. All personnel must be able to obtain a clearance at the Secret level. All personnel required to work at the Government's site must, at a minimum, obtain an Interim Secret Clearance prior to starting work at the Government's facility. In some instances, a Top Secret level clearance may be required. The level of clearance required to perform tasking under this contract is up to and including Top Secret as required.

7.2 RESERVED

7.3 The contractor shall locate and secure conference room facilities for conducting meetings in addition to office/lab space at the classification level up to and including Top Secret as required.

7.4 Program Protection Implementation Plan (PPIP) - The contractor shall develop, implement, and maintain a facility level PPIP to protect classified and sensitive unclassified information to be used at the contractor facility during the performance of this contract in accordance with CDRL A002. The PPIP, which contains the facilities Operations Security Plan (OPSEC) plan, shall be submitted to NAVAIR within 90 days of contract award for acceptance and approval. While performing aboard NAVAIR sites, the contractor shall comply with the provisions of NAWCADINST 3432 series, at all other sites, the contractor shall comply with the local command and/or program OPSEC plan.

7.5 OPSEC - The contractor shall develop, implement, and maintain a facility level OPSEC program to protect classified and sensitive information to be held, provided, used, handled, discussed, processed, stored, transmitted, or delivered at a contractor's or subcontractor's facilities during performance of this contract. The contractor is responsible for subcontractor implementation of OPSEC requirements for this contract. An OPSEC plan shall be developed, implemented, and outlined in the contractor's PPIP. Contractor personnel shall be subject to a government security investigation and must meet eligibility requirements for access to classified information at the level noted in the Attached DD254 (Attachment 3). Prior to new employees starting work under this Task order, the contractor shall ensure the new employees have and maintain a minimum of Department of Defense (DoD) National Agency Check (NAC), or be able to obtain the interim equivalent, during the period of performance in order to perform the work assigned and access the facilities required to perform the work.

8.0 CONTRACT DATA REQUIREMENTS LIST (CLIN 0004)

8.1 The data to be furnished shall be in accordance with the Contract Data Requirements List (CDRL), DD Form 1423. CDRLs tasked at the contract level are attached at Exhibit A. Additional CDRLs as described in the QASP (Attachment 1) will be assigned at the task order level.

8.2 When required by the CDRL, delivery of data shall be electronic. File formats shall be identified in the CDRL.

9.0 GOVERNMENT FURNISHED PROPERTY AND GOVERNMENT FURNISHED INFORMATION

9.1 All GFP and GFI is the property of the U.S. Government and shall not be transferred by any individual or agency public or private without the express written approval of the Contracting Officer, except as required for the specific performance of tasks under resultant task orders. Specific GFI will be designated in resultant task orders (T.O.'s). Any GFI listed in those T.O.'s will be provided to the contractor within five (5) days after award of the delivery order. Additional GFI such as training, and documentation requiring contractor review, analysis, and updating will be provided throughout the contract period of performance. Additionally, AIR-6.7 will provide relevant program management documentation as that information becomes available throughout the contract period of performance. Disposition of GFI will be made at contract completion.

9.2 Contractors performing on-site support will be provided access to workspaces, telephone service, printers, facsimile machines, copy machines, shredders, computers and network access including web servers and applicable databases or other applications necessary to carry out assigned tasks. The workspaces will normally be available from 0600 to 1800 Monday through Friday. Exceptions to these hours shall be coordinated with the COR.

10.0 PLACE OF PERFORMANCE

10.1 The primary place of performance is China Lake, CA

11.0 TRAVEL (CLIN 0003)

11.1 The contractor shall be required to travel and/or work on-site at the Government's request.

11.2 Local and long distance, domestic, and international, travel may be required for this effort. All travel expenses shall be authorized by the COR, and only those travel expenses having valid receipts and travel claims shall be reimbursed to the contractor as Other Direct Costs. Travel shall be reimbursed at cost in accordance with the Department of Defense Joint Travel Regulations and clause 5252.232-9509, "Reimbursement of Travel, Per Diem, and Special Material Costs". Travel may be required throughout CONUS and OCONUS.

11.3 Reimbursement of travel to-and-from the respective site, China Lake, CA and the contractor's facility and the surrounding area, by the contractor or subcontractor located within 50 miles of the base, shall not be authorized.

11.4 All travel costs will be reported in the monthly status report as well as monitored by contractor to ensure yearly ceiling is not exceeded. (CDRL A001)

12.0 Reserved.

13.0 ACCESS TO GOVERNMENT FACILITIES

AIR-6.7 will provide the contractor access to Government facilities as required completing this task order. Access will be provided during normal business hours (Monday through Friday, 0600 - 1800 hours) or other applicable timeframes as required to support testing activities. Contractor will be issued a CAC to fulfill task order requirements.

14.0 PROGRESS AND FINANCIAL REPORTING

RESERVED

15.0 MONTHLY STATUS REPORT

The contractor shall prepare a monthly status report that documents the status of contractor effort towards achieving contract objectives. The report shall identify accomplishments to date and difficulties encountered, and compare the status achieved to planned goals and the resources expended. The status report shall also include a detail listing of all material purchases, including the specific cost of each item procured. The contractor will track and maintain progress and financial information for efforts defined in this SOW. The format for the report will follow the Work Breakdown Structure format. The monthly status report will include such items as description of work accomplished for the reporting period, problem areas and actions taken, work planned for the next reporting period, and financial status showing reporting period and year-to-date status. (CDRL A001)

16.0 QUALITY SURVEILLANCE AND PERFORMANCE STANDARDS

16.1 The government will conduct quality surveillance via various methods including formal and informal meetings, review of technical reports, review of monthly progress reports, and review of deliverables as provided in Attachment 1.

16.2 The Government will evaluate contractor performance in the area of Quality, Schedule, Cost Control, Business Relations, Management, Small Business Compliance, and other areas in accordance with the procedures and criteria established in the QASP (Attachment 1).

17.0 NMCI REQUIREMENTS (CLIN 0003)

17.1 Contractor personnel for contract performance may require the use of and/or access to Department of Navy Information Technology Resources. Applicable DoN IT Resources shall be procured from the NMCI contractor pursuant to the authority of NMCI Contract #N00024-00-D-6000, clause 5.2 "Ordering."

17.2 The Support Services contractor shall obtain written authorization from the Contracting Officer's Representative (COR) prior to ordering directly from the NMCI contractor. No NMCI Order may be placed without the prior written authorization of the Contracting Officer. Any NMCI Order exceeding the written authorization of the Contracting Officer shall be treated as an unallowable cost pursuant to FAR Part 31.

17.3 The Government shall reimburse the contractor for the placement of NMCI Orders including applicable indirect burdens (general & administrative, etc.), excluding fee, as Other Direct Costs.

17.4 Contactor personnel who are seated on-site, who will use an NMCI computer, or any follow-on government directed computer system, or be required to access any DoD computer system, shall obtain and utilize a DoD Common Access Card (CAC) and certified Public Key Infrastructure (PKI) certification and encryption within 30 days of contract award.

CLAUSES INCORPORATED BY FULL TEXT

5252.204-9505 SYSTEM AUTHORIZATION ACCESS REQUEST NAVY (SAAR-N) REQUIREMENTS FOR INFORMATION TECHNOLOGY (IT) (NAVAIR) (JUN 2009)

(a) Contractor personnel assigned to perform work under this contract may require access to Navy Information Technology (IT) resources (e.g., computers, laptops, personal electronic devices/personal digital assistants (PEDs/PDAs), NMCI, RDT&E networks, websites such as MyNAVAIR, and Navy Web servers requiring Common Access Card (CAC) Public Key Infrastructure (PKI)). Contractor personnel (prime, subcontractor, consultants, and temporary employees) requiring access to Navy IT resources (including those personnel who previously signed SAAR DD Form 2875) shall submit a completed System Authorization Access Request Navy (SAAR-N), OPNAV 5239/14 (Jul 2008) form or latest version thereof, and have initiated the requisite background investigation (or provide proof of a current background investigation) prior to accessing any Navy IT resources. Instructions for processing the SAAR-N forms are available at: [NAVAIR Contractor Forms](#).

(b) SAAR-N forms will be submitted to the Contracting Officer's Representative (COR) or Alternate COR, or to the government sponsor, if the contract does not name a COR or Alternate COR via the contractor's Facility Security

Officer (FSO). If the contract does not have an assigned COR or Alternate COR (ACOR), the designated SAAR-N Government Sponsor for contractor employees requiring IT access, [fill-in name] shall be responsible for signing and processing the SAAR-N forms. For those contractors that do not have a FSO, SAAR-N forms shall be submitted directly to the COR/ACOR or designated SAAR-N Government Sponsor. Copies of the approved SAAR-N forms may be obtained through the COR/ACOR or designated SAAR-N Government Sponsor. Requests for access should be routed through the NAVAIR_SAAR.fct@navy.mil mailbox.

(c) In order to maintain access to Navy IT resources, the contractor shall ensure completion of initial and annual IA training, monitor expiration of requisite background investigations, and initiate re-investigations as required. If requested, the contractor shall provide to the COR/ACOR or designated SAAR-N Government Sponsor documentation sufficient to prove that it is monitoring/tracking the SAAR-N requirements for its employees who are accessing Navy IT resources. For those contractor personnel not in compliance with the requirements of this clause, access to Navy IT resources will be denied/revoked.

(d) The SAAR-N form remains valid throughout contractual performance, inclusive of performance extensions and option exercises where the contract number does not change. Contractor personnel are required to submit a new SAAR-N form only when they begin work on a new or different contract.

Acronyms Used in this Document

AATR.....	ASSET Acquisition Tracking Report
ACOR.....	Alternate Contracting Officer Representative
ADP.....	Automatic Data Processing
AOA.....	Analysis of Alternatives
ALSP.....	Acquisition Logistics Support Plan
APL.....	Allowance Parts List
APIMS.....	Air Program Information Management System
APML.....	Assistant Program Manager for Logistics
APN.....	Aircraft Procurement, Navy
ASSET.....	Advanced System for Support Equipment Tracking
BCS.....	Baseline Comparison System
BOM.....	Bill of Material
CAC.....	Common Access Card
CCIP.....	Course Conduct Information Package
CDRL.....	Contract Data Requirements List
CM.....	Configuration Management
COR.....	Contracting Officer Representative
COMFRC.....	Commander Fleet Readiness Centers
COMNAVAIRFOR.....	Commander, Naval Air Forces
CPI.....	Continuous Process Improvement
DD.....	Defense Department
DTS.....	Defense Travel System
DoD.....	Department of Defense
DMMH/FH.....	Direct Maintenance Man-Hours/Flight Hours
DMSMS.....	Diminishing Manufacturing Sources and Material Shortages
DI/MP.....	Design Interface/Maintenance Planning
DVD.....	Direct Vendor Delivery
ECOMTRAK.....	Engine Composition Tracking
ECP.....	Engineering Change Proposal
FEA.....	Front End Analysis
FMS.....	Foreign Military Sales
FSO.....	Facility Security Officer
FST.....	Fleet Support Team
GFE.....	Government Furnished Equipment
GFI.....	Government Furnished Information
GFP.....	Government Furnished Property
HIS.....	Human Systems Integration
HQMC.....	Headquarters Marine Corps
I&R.....	Inspect & Repair
ICAPS.....	Interactive Computer Aided Provisioning System
ILS.....	Integrated Logistics Support
ILSDS.....	Integrated Logistics Support Detail Specification
IMACS.....	Inter-service Material Accounting And Control System
IMD.....	Information Management Department
IMDP.....	Instructional Media Design Package
IMP.....	Instructional Media Package
IMRD.....	Instructional Media Requirements Document
IPRD.....	Instructional Performance Requirements Document

IRCMS	Integrated Reliability Centered Maintenance System
IT	Information Technology
LCC	Life Cycle Cost
LCSP	Life Cycle Supportability Plans
LECP	Logistics Engineering Change Proposal
LEM	Logistics Element Manager
LM.....	Logistics Manager
LMI	Logistics Management Information
LORA.....	Level of Repair Analysis
LRFS	Logistics Requirements Funding Summaries
LSA	Logistics Support Analysis
LSAR.....	Logistics Support Analysis Record
MDF	Master Data File
METCAL	Metrology Calibration
MFHBF	Mean Flight Hours Between Failures
MILSTRIP.....	Military Standard Requisitioning and Issue
MISIL.....	Master Information for International Logistics
MPT	Manpower, Personnel and Training
MTBF.....	Mean Time Between Failures
MTBR	Mean Time Between Removals
MTL	Master Task List
MTTR.....	Mean Time To Repair
MSERL.....	Master Support Equipment Requirements List
NAC	National Agency Check
NAE.....	Naval Aviation Enterprise
NALDA.....	Naval Aviation Logistics Data Analysis
NAVAIR	Naval Air
NAVICP	Naval Inventory Control Point
NAWCAD.....	Naval Air Warfare Center Aircraft Division
NEC.....	Navy Enlisted Code
NMCI	Navy Marine Corps Intranet
NSN.....	National Stock Number
NTSP.....	Navy System Training Plans
OARS.....	On-Line Assessment Reporting Tool
O&MN	Operations and Maintenance, Navy
ODC	Other Direct Costs
OEM.....	Original Equipment Manufacturer
OPNAV.....	Naval Operations Staff
OPSEC	Operations Security
OSR	On-Site Representative
P&A.....	Pricing and Availability
PBSOW	Performance Based Statement of Work
PDA	Personnel Digital Assistances
PED	Personnel Electronic Devices
PCO.....	Procuring Contracting Officer
PEO	Program Executive Office
PKI.....	Public Key Infrastructure
PM.....	Preventative Maintenance
PPIP.....	Program Protection Implementation Plan
PPL.....	Provisioning Parts List
PQS	Personnel Qualification Standards
PTD	Provisioning Technical Documentation
PRS.....	Provisioning Requirements Statement
RBFM.....	Requirements Based Forecasting Model

RCM.....	Reliability Centered Maintenance
RDT&E	Research, Development, Test and Evaluation
RFP	Request for Proposal
R&R	Remove & Replace
SAAR-N	System Authorization Access Request Navy
SCI.....	Sensitive Compartmentalized Information
SDD.....	System Design Development
SE	Support Equipment
SECNAV	Secretary of the Navy
SEMS	Support Equipment Management System
SERD.....	Support Equipment Recommendation Data
SERMIS	Support Equipment Requirements Management Information System
SLM.....	System List Model
SM&R	Source Maintenance & Recoverability Code
SME.....	Subject Matter Expert
SODARRS.....	Source Data Revision Recommendations
SOW	Statement of Work
SYSCOM	Systems Command
TCM.....	Technical Coordinating Meeting
TCSD.....	Training Conduct Support Document
TD	Technical Directive
TED	Training Evaluation Document
TMP	Training Management Plan
TP	Test Package
TPSD	Training Program Structure Document
TSD	Training Situation Document
TSSD	Training System Support Package
UID.....	Unique Identification
ULSS	User's Logistics Support Summaries
VTC.....	Video Teleconference

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5252.204-9505 SYSTEM AUTHORIZATION ACCESS REQUEST NAVY (SAAR-N) REQUIREMENTS FOR INFORMATION TECHNOLOGY (IT) (NAVAIR) (JUN 2009)

(a) Contractor personnel assigned to perform work under this contract may require access to Navy Information Technology (IT) resources (e.g., computers, laptops, personal electronic devices/personal digital assistants (PEDs/PDAs), NMCI, RDT&E networks, websites such as MyNAVAIR, and Navy Web servers requiring Common Access Card (CAC) Public Key Infrastructure (PKI)). Contractor personnel (prime, subcontractor, consultants, and temporary employees) requiring access to Navy IT resources (including those personnel who previously signed SAAR DD Form 2875) shall submit a completed System Authorization Access Request Navy (SAAR-N), OPNAV 5239/14 (Jul 2008) form or latest version thereof, and have initiated the requisite background investigation (or provide proof of a current background investigation) prior to accessing any Navy IT resources. Instructions for processing the SAAR-N forms are available at: [NAVAIR Contractor Forms](#).

(b) SAAR-N forms will be submitted to the Contracting Officer's Representative (COR) or Alternate COR, or to the government sponsor, if the contract does not name a COR or Alternate COR via the contractor's Facility Security Officer (FSO). If the contract does not have an assigned COR or Alternate COR (ACOR), the designated SAAR-N

Government Sponsor for contractor employees requiring IT access, [fill-in name] shall be responsible for signing and processing the SAAR-N forms. For those contractors that do not have a FSO, SAAR-N forms shall be submitted directly to the COR/ACOR or designated SAAR-N Government Sponsor. Copies of the approved SAAR-N forms may be obtained through the COR/ACOR or designated SAAR-N Government Sponsor. Requests for access should be routed through the NAVAIR_SAAR.fct@navy.mil mailbox.

(c) In order to maintain access to Navy IT resources, the contractor shall ensure completion of initial and annual IA training, monitor expiration of requisite background investigations, and initiate re-investigations as required. If requested, the contractor shall provide to the COR/ACOR or designated SAAR-N Government Sponsor documentation sufficient to prove that it is monitoring/tracking the SAAR-N requirements for its employees who are accessing Navy IT resources. For those contractor personnel not in compliance with the requirements of this clause, access to Navy IT resources will be denied/revoked.

(d) The SAAR-N form remains valid throughout contractual performance, inclusive of performance extensions and option exercises where the contract number does not change. Contractor personnel are required to submit a new SAAR-N form only when they begin work on a new or different contract.

Section D - Packaging and Marking

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5252.247-9507 PACKAGING AND MARKING OF REPORTS (NAVAIR) (OCT 2005)

(a) All unclassified data shall be prepared for shipment in accordance with best commercial practice. Classified reports, data and documentation, if any, shall be prepared for shipment in accordance with the National Industry Security Program Operating Manual, DoD 5220.22-M.

(b) The contractor shall prominently display on the cover of each report the following information:

- (1) Name and business address of contractor.
- (2) Contract Number/Delivery/Task order number.
- (3) Contract/Delivery/Task order dollar amount.
- (4) Whether the contract was competitively or non-competitively awarded.
- (5) Name of sponsoring individual.
- (6) Name and address of requiring activity.

CLAUSES INCORPORATED BY FULL TEXT

5252.247-9508 PROHIBITED PACKING MATERIALS (NAVAIR) (JUN 1998)

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

5252.247-9514 TECHNICAL DATA PACKING INSTRUCTIONS (NAVAIR) (SEP 1999)

Technical Data and Information shall be packed and packaged for domestic shipment in accordance with best commercial practices. The package or envelope should be clearly marked with any special markings specified in this contract (or delivery/task order), e.g., Contract Number, CLIN, Device No., and document title must be on the outside of the package. Classified reports, data and documentation, if applicable, shall be prepared for shipment in accordance with Defense Industrial Manual for Safeguarding Classified Information, DoD 5220.22M.

Section E - Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
0002	Destination	Government	Destination	Government
0003	Destination	Government	Destination	Government
0004	Destination	Government	Destination	Government

CLAUSES INCORPORATED BY REFERENCE

52.246-2	Inspection Of Supplies--Fixed Price	AUG 1996
52.246-3	Inspection Of Supplies Cost-Reimbursement	MAY 2001
52.246-4	Inspection Of Services--Fixed Price	AUG 1996
52.246-5	Inspection Of Services Cost-Reimbursement	APR 1984
52.247-34	F.O.B. Destination	NOV 1991
252.246-7000	Material Inspection And Receiving Report	MAR 2008

CLAUSES INCORPORATED BY FULL TEXT

5252.246-9512 INSPECTION AND ACCEPTANCE (NAVAIR) (OCT 2005)

(a) Inspection and acceptance of the supplies or services to be furnished hereunder shall be performed by the Government at the task order level.

(b) Acceptance of all Contract Line Items/Sub Line Items (CLINs/SLINs) shall be made by signature of the accepting authority on a DD 250 submitted through the WAWF system. Acceptance will only occur when the accepting authority is sure that inspections performed demonstrate compliance with contract requirements.

5252.246-9514 INSPECTION AND ACCEPTANCE OF TECHNICAL DATA AND INFORMATION (NAVAIR) (FEB 1995)

Inspection and acceptance of technical data and information will be performed by the Procuring Contracting Officer (PCO) or his duly authorized representative. Inspection of technical data and information will be performed by ensuring successful completion of the requirements set forth in the DD Form 1423, Contract Data Requirements List (CDRL) and incorporation/resolution of Government review comments on the data items. Acceptance will be evidenced by execution of an unconditional DD Form 250, Material Inspection and Receiving Report, as

appropriate, and/or upon receipt of a second endorsement acceptance by the PCO on the attachment to this contract entitled N00421-11-D-0048. The attached form will not be used for high cost data such as drawings, specifications, and technical manuals.

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 29-JUL-2011 TO 28-JUL-2016	N/A	COMMANDER NAWCAD CHINA LAKE [(b)6] T ADMINISTRATION CIRCLE [(b)6] CHINA LAKE CA 93555 [(b)6] FOB: Destination	N68936
0002	POP 29-JUL-2011 TO 28-JUL-2016	N/A	N/A FOB: Destination	
0003	POP 29-JUL-2011 TO 28-JUL-2016	N/A	N/A FOB: Destination	
0004	POP 29-JUL-2011 TO 28-JUL-2016	N/A	N/A FOB: Destination	

CLAUSES INCORPORATED BY REFERENCE

52.242-15	Stop-Work Order	AUG 1989
52.242-15 Alt I	Stop-Work Order (Aug 1989) - Alternate I	APR 1984
52.247-34	F.O.B. Destination	NOV 1991
252.247-7023	Transportation of Supplies by Sea	MAY 2002

CLAUSES INCORPORATED BY FULL TEXT

5252.211-9507 PERIOD OF PERFORMANCE (NAVAIR) (MAR 1999)

(a) The contract shall commence on 29 July 2011 and shall continue for 60 months. However, the period of performance may be extended in accordance with the option provisions contained herein.

(b) If FAR Clause 52.216-18, "Ordering", is incorporated into this contract, then the period in which the Government can issue orders under the contract will be extended at the exercise of an option, and extended to the end of that option period.

CLAUSES INCORPORATED BY FULL TEXT

5252.216-9506 MINIMUM AND MAXIMUM QUANTITIES (NAVAIR) (MAR 1999)

As referred to in paragraph (b) of FAR 52.216-22 " Indefinite Quantity" of this contract, the contract minimum quantity is \$100,000.00;the maximum quantity is contract ceiling value.

CLAUSES INCORPORATED BY FULL TEXT

5252.247-9505 TECHNICAL DATA AND INFORMATION (NAVAIR) (FEB 1995)

Technical Data and Information shall be delivered in accordance with the requirements of the Contract Data Requirements List, DD Form 1423, Exhibit A001 and A002 attached hereto, and the following:

(a) The contractor shall concurrently deliver technical data and information per DD Form 1423, Blocks 12 and 13 (date of first/subsequent submission) to all activities listed in Block 14 of the DD Form 1423 (distribution and addresses) for each item. Complete addresses for the abbreviations in Block 14 are shown in paragraph (g) below. Additionally, the technical data shall be delivered to the following cognizant codes, who are listed in Block 6 of the DD Form 1423.

- (1) PCO, Code: 2.5.1.6
- (2) ACO, Code: DCMA SEATTLE

(b) Partial delivery of data is not acceptable unless specifically authorized on the DD Form 1423, or unless approved in writing by the PCO.

(c) The Government review period provided on the DD Form 1423 for each item commences upon receipt of all required data by the technical activity designated in Block 6.

(d) A copy of all other correspondence addressed to the Contracting Officer relating to data item requirements (i.e., status of delivery) shall also be provided to the codes reflected above and the technical activity responsible for the data item per Block 6, if not one of the activities listed above.

(e) The PCO reserves the right to issue unilateral modifications to change the destination codes and addresses for all technical data and information at no additional cost to the Government.

(f) Unless otherwise specified in writing, rejected data items shall be resubmitted within thirty (30) days after receipt of notice of rejection.

(g) DD Form 1423, Block 14 Mailing Addresses:

Commanding Officer
 Naval Air Warfare Center Weapons Division (NAWCWD), China Lake, CA
 1 Administration Circle
 Code 67000D
 (b)6
 China lake, CA 93555

CLAUSES INCORPORATED BY FULL TEXT

5252.247-9521 PLACE OF PERFORMANCE (NAVAIR) (OCT 2005)

The services to be performed herein shall be performed at Naval Air Warfare Center Weapons Division (NAWCWD), China Lake, CA.

Section G - Contract Administration Data

CLAUSES INCORPORATED BY REFERENCE

252.232-7003 Electronic Submission of Payment Requests and Receiving MAR 2008
 Reports

CLAUSES INCORPORATED BY FULL TEXT

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

(a) "Definition. Contracting officer's representative" means an individual designated in accordance with subsection 201.602-2 of the Defense Federal Acquisition Regulation Supplement and authorized in writing by the contracting officer to perform specific technical or administrative functions.

(b) If the Contracting Officer designates a contracting officer's representative (COR), the Contractor will receive a copy of the written designation. It will specify the extent of the COR's authority to act on behalf of the contracting officer. The COR is not authorized to make any commitments or changes that will affect price, quality, quantity, delivery, or any other term or condition of the contract.

CLAUSES INCORPORATED BY FULL TEXT

5252.201-9500 GOVERNMENT POINTS OF CONTACT (NAVAIR)(OCT 2005)

(a) The Technical Point of Contact (TPOC) for this contract is  (b)6

(b) The TPOC will provide technical direction and discussion, as relating, but not limited to the specification and/or statement of work, and will monitor the progress and quality of contractor performance.

(c) The TPOC is not an Administrative Contracting Officer and does not have authority to take any action, either directly or indirectly, that would change the pricing, quantity, quality, place of performance, delivery schedule, or any other terms and conditions of the contract (or delivery/task order), or to direct the accomplishment of effort which goes beyond the scope of the statement of work in the contract (or delivery/task order). When, in the opinion of the contractor, the TPOC requests any of the aforementioned changes, the contractor shall promptly notify the Contracting Officer (or ordering officer, for delivery/task orders) in writing. If the contractor believes or interprets any action by the TPOC to be a change to the contract, the contractor will promptly notify the Contracting Officer in writing. No action shall be taken by the contractor under such direction until the Contracting Officer (or ordering officer) has issued a modification to the contract (or delivery/task order) concerning the subject change(s) or has otherwise resolved the issue. In the event the contractor effects any change at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in charges incurred as a result thereof.

CLAUSES INCORPORATED BY FULL TEXT

**5252.201-9501 DESIGNATION OF CONTRACTING OFFICER'S REPRESENTATIVE (COR)(NAVAIR)
(OCT 1994)**

(a) The Contracting Officer has designated (b)6 as the authorized Contracting Officer's Representative (COR) for this contract.

(b) The duties of the COR are limited to the following: as provided in Attachment 2.

CLAUSES INCORPORATED BY FULL TEXT

**5252.201-9502 CONTRACTOR'S AUTHORIZED CONTRACT COORDINATOR AND TECHNICAL
LIAISON (NAVAIR)(OCT 2005)**

(a) The contractor shall state below the name and telephone numbers of the contractor's employees responsible for coordination of contract functions/liaison with the Contracting Officer and/or Contract administrator, and providing technical assistance as required regarding product specifications, functionality, etc.

CONTRACT COORDINATOR:

NAME: Mr. Dave Andrea
PHONE (BUS): (252) 463-3889
Email: dandrea@alutiiq.com

ALTERNATE:

NAME: Mr. Dewayne Holland
PHONE (BUS): (256) 489-9725
Email: dholland@alutiiq.com

(b) The contractor shall notify the Contracting Officer and/or Contract Administrator in advance, in writing, of any changes in the above listed personnel.

CLAUSES INCORPORATED BY FULL TEXT

5252.204-9503 EXPEDITING CONTRACT CLOSEOUT (NAVAIR) (JAN 2007)

(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 might 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.

CLAUSES INCORPORATED BY FULL TEXT

5252.232-9504 SPECIAL PAY INSTRUCTIONS FOR PAYING OFFICE (NAVAIR)(MAY 2006) - ALT I (MAY 2006)

- (a) All payments against informational (numeric) sub-line items (SLINs) shall be processed manually by the paying office.
- (b) Invoices submitted for payment, which do not contain contract line item number (CLIN) or sub-line item number (SLIN) and the accounting classification reference number (ACRN) information, will be returned for correction.
- (c) The disbursement of funds will be by the CLIN/SLIN/ACRN designation.
- (d) If progress payments are authorized, payments will be made against the unliquidated balance of all applicable CLINs/SLINs.
- (e) Informational SLINs, e.g. 000101, are as follows:

SLIN	ACRN	Amount Obligated

5252.232-9510 PAYMENT OF FIXED FEE (NAVAIR) (OCT 2005)

- (a) The fixed fee, as specified in Section B of this contract, subject to any adjustment required by other provisions of this contract, will be paid in installments. The fixed fee will be paid not more frequently than monthly based on the allowable cost. The amount of each such installment shall be in the same ratio to the total fixed fee as the “net direct labor hours expended during the installment period is to direct labor hours specified in the clause entitled “Level of Effort”. Payment shall be made in accordance with FAR Clauses 52.216-7, “Allowable Cost and Payment”, and 52.216-8, “Fixed Fee”.
- (b) In the event of termination of the work in accordance with the FAR Clause 52.232-22, “Limitation of Funds”, the fixed fee shall be redetermined by mutual agreement equitably to reflect the reduction of the work performed. The amount by which such fixed fee is less than or exceeds payments previously made on account of fee, shall be paid to (or repaid by) the contractor.
- (c) The balance of the fixed fee shall be payable in accordance with other clauses of this contract.
- (d) For indefinite delivery type contracts the terms of this clause apply to each delivery/task order there under.

CLAUSES INCORPORATED BY FULL TEXT

5252.232-9511 NOTICE OF REQUIREMENTS FOR PROMPT PAYMENT (NAVAIR) (MAR 2006)

The Government anticipates that this contract will be distributed to Defense Finance and Accounting Service (DFAS) by the DOD Electronic Document Access (EDA) system. DFAS is responsible for payment of contractor invoices.

- (a) In accordance with FAR Clause 52.232-33 "Payment By Electronic Funds Transfer--Central Contractor Registration", the contractor is responsible for providing updated information to the Central Contractor Register (CCR) database. Additionally, the contractor is responsible for maintaining its active status in the CCR database.
- (b) If the DUNS, CAGE code, TIN or address set forth in the contract do not match the information in the CCR, then DFAS will return invoices without payment. Therefore, it is imperative that the contractor ensure the DUNS, CAGE code, TIN and contractor address on the contract are accurate and in compliance with the CCR database. Additionally, any changes/updates made to the CCR database should be communicated to the Contracting Officer for the purpose of modifying the contract to reflect the new data.

CLAUSES INCORPORATED BY FULL TEXT

5252.232-9513 INVOICING AND PAYMENT (WAWF) INSTRUCTIONS (MAR 2009)

(a) The following information is provided to assist the contractor in submitting invoices and receiving reports electronically through Wide Area Work Flow -- Receipt and Acceptance (WAWF) in accordance with DFARS 252.232-7003:

(1) Registration instructions, on-line training, user guides, quick reference guides, and other support documents and information can be found at the following website: WAWF Overview

(2) Vendors should contact the following POCs for additional support with registration or other WAWF issues, based on the administration of their contract:

(i) DCMA-administered contracts: Contact the ACO at the cognizant Defense Contract Management Agency (DCMA) office found in the contract.

(ii) Locally-administered contracts: Contact your local NAVAIR/NAWC Pay Office (Commercial Accounts) at 760-939-0797 or DFAS via the numbers listed at www.dfas.mil

(3) Information on the electronic forms the contractor shall utilize to comply with DFARS 252.232-7003 is available on the WAWF Functional Information and WAWF Training websites.

(4) Back up documentation (such as timesheets, etc.) can be included and attached to the invoice in WAWF. Attachments created in any Microsoft Office product are attachable to the invoice in WAWF. Total limit for the size of files per invoice is 5 megabytes.

(b) The following information, regarding invoice routing DODAACs, must be entered for completion of the invoice in WAWF:

DoDAAC LOCATION TABLE						
	-Select Combo for Fixed Price Supplies and Services -Select Cost Voucher for all Cost or T&M or CLINs. -The 2-in-1 invoice is not authorized for use by NAVAIR -Questions? Call 1-866-618-5988					
	Located in Block					
DoDAAC Description	DD1155 (Destination Acceptance)	DD1155 (Source/Origin Acceptance)	SF26	SF33	SF1449	SF1449 (Destination Acceptance)
Issuing Office DoDAAC	6	6	5	7	7	9
Administrating Office DoDAAC	7	7	6	24	26	16
Inspector's DoDAAC	See Schedule	See Schedule	11	See Schedule	See Schedule	See Schedule
Service Acceptor DoDAAC	14	See Schedule	11	See Schedule	See Schedule	15
Pay Office DoDAAC	15	16	12	25	27	18a

(c) Cost Vouchers also require the cognizant DCAA DoDAAC, which can be found by entering the contractor's zip code in the Audit Office Locator at http://www.dcaa.mil. Contractors approved by DCAA for direct billing will not process vouchers through DCAA, but may submit directly to DFAS. Final voucher submission will be approved by the ACO.

(d) For each invoice / cost voucher submitted for payment, the contractor shall also email the WAWF automated invoice notice directly to the following additional points of contact:

Name (or Clause w/Name)	Email	Phone	Role
(b)6	(b)6	(b)6	COR

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5252.232-9524 ALLOTMENT OF FUNDS (NAVAIR) (OCT 2005)

(a) This contract is incrementally funded with respect to both cost and fee.

(b) The amounts presently available and allotted to this contract for payment of fee, as provided in the Section I clause of this contract entitled "FIXED FEE", are as follows:

ITEM(S) ALLOTTED TO FIXED FEE

To be determined (TBD) per each task order TBD per each task order

(c) The amounts presently available and allotted to this contract for payment of cost, subject to the Section I "LIMITATION OF FUNDS" clause, the items covered thereby and the period of performance which it is estimated the allotted amount will cover are as follows:

ITEM(S)	ALLOTTED TO COST	PERIOD OF PERFORMANCE
<u>TBD per each task order</u>	<u>TBD per each task order</u>	<u>TBD per each task order</u>

(d) The parties contemplate that the Government will allot additional amounts to this contract from time to time by unilateral contract modification, and any such modification shall state separately the amounts allotted for cost and for fee, the items covered thereby, and the period of performance the amounts are expected to cover.

5252.242-9511 CONTRACT ADMINISTRATION DATA (NAVAIR)(MAR 2008)

(a) Contract Administration Office.

(1) Contract administration functions (see FAR 42.302 and DFARS 242.302) are assigned to:

See the ADMINISTERED BY Block on the face page of the contract or modification.

(2) Contract administration functions withheld, additional contract administration functions assigned, or special instructions (see FAR 42.202) are: as delineated by Procuring Contracting Officer (PCO) correspondence or as delineated by Procuring Contracting Officer (PCO) correspondence.

(b) Inquiries regarding payment should be referred to: MyInvoice at <https://myinvoice.csd.disa.mil/index.html>.

CLAUSES INCORPORATED BY FULL TEXT

5252.242-9513 FUNDING TO BE PROVIDED ON TASK ORDERS (NAVAIR) (OCT 2005)

All funding for this contract will be provided on the individual task orders. Task Order 0001 issued concurrent to award of this contract meets the Government's minimum requirement.

Section H - Special Contract Requirements

CLAUSES INCORPORATED BY REFERENCE

52.228-5

Insurance - Work On A Government Installation

JAN 1997

CLAUSES INCORPORATED BY FULL TEXT

5252.209-9510 ORGANIZATIONAL CONFLICTS OF INTEREST (NAVAIR) (SERVICES)(MAR 2007)

(a) Purpose. This clause seeks to ensure that the contractor (1) does not obtain an unfair competitive advantage over other parties by virtue of its performance of this contract, and (2) is not biased because of its current or planned interests (financial, contractual, organizational or otherwise) that relate to the work under this contract.

(b) Scope. The restrictions described herein shall apply to performance or participation by the contractor (as defined in paragraph (d)(7)) in the activities covered by this clause.

(1) The restrictions set forth in paragraph (e) apply to supplies, services, and other performance rendered with respect to the suppliers and/or equipment listed in the Performance Based Statement of Work (PBSOW) and Attachment 5(COI Listing). The task orders will be issued under the contract will specify to which suppliers and/or equipment subparagraph (f) restrictions apply.

(2) The financial, contractual, organizational and other interests of contractor personnel performing work under this contract shall be deemed to be the interests of the contractor for the purposes of determining the existence of an Organizational Conflict of Interest. Any subcontractor that performs any work relative to this contract shall be subject to this clause. The contractor agrees to place in each subcontract affected by these provisions the necessary language contained in this clause.

(c) Waiver. Any request for waiver of the provisions of this clause shall be submitted in writing to the Procuring Contracting Officer. The request for waiver shall set forth all relevant factors including proposed contractual safeguards or job procedures to mitigate conflicting roles that might produce an Organizational Conflict of Interest. No waiver shall be granted by the Government with respect to prohibitions pursuant to access to proprietary data.

(d) Definitions. For purposes of application of this clause only, the following definitions are applicable:

(1) "System" includes system, major component, subassembly or subsystem, project, or item.

(2) "Nondevelopmental items" as defined in FAR 2.101.

(3) "Systems Engineering" (SE) includes, but is not limited to, the activities in FAR 9.505-1(b).

(4) "Technical direction" (TD) includes, but is not limited to, the activities in FAR 9.505-1(b).

(5) "Advisory and Assistance Services" (AAS) as defined in FAR 2.101.

(6) "Consultant services" as defined in FAR 31.205-33(a).

(7) "Contractor", for the purposes of this clause, means the firm signing this contract, its subsidiaries and affiliates, joint ventures involving the firm, any entity with which the firm may hereafter merge or affiliate, and any other successor or assignee of the firm.

(8) "Affiliates", means officers or employees of the prime contractor and first tier subcontractors involved in the program and technical decision-making process concerning this contract.

(9) "Interest" means organizational or financial interest.

(10) "Weapons system supplier" means any prime contractor or first tier subcontractor engaged in, or having a known prospective interest in the development, production or analysis of any of the weapon systems, as well as any major component or subassembly of such system.

(e) Contracting restrictions.

[X] (1) To the extent the contractor provides systems engineering and/or technical direction for a system or commodity but does not have overall contractual responsibility for the development, the integration, assembly and checkout (IAC) or the production of the system, the contractor shall not (i) be awarded a contract to supply the system or any of its major components or (ii) be a subcontractor or consultant to a supplier of the system or of its major components. The contractor agrees that it will not supply to the Department of Defense (either as a prime contractor or as a subcontractor) or act as consultant to a supplier of, any system, subsystem, or major component utilized for or in connection with any item or other matter that is (directly or indirectly) the subject of the systems

engineering and/or technical direction or other services performed under this contract for a period of three(3) years after the date of completion of the contract. (FAR 9.505-1(a))

[X] (2) To the extent the contractor prepares and furnishes complete specifications covering nondevelopmental items to be used in a competitive acquisition, the contractor shall not be allowed to furnish these items either as a prime contractor or subcontractor. This rule applies to the initial production contract, for such items plus a specified time period or event. The contractor agrees to prepare complete specifications covering non-developmental items to be used in competitive acquisitions, and the contractor agrees not to be a supplier to the Department of Defense, subcontract supplier, or a consultant to a supplier of any system or subsystem for which complete specifications were prepared hereunder. The prohibition relative to being a supplier, a subcontract supplier, or a consultant to a supplier of these systems or their subsystems extends for a period of three(3) years after the terms of this contract. (FAR 9.505-2(a)(1))

[X] (3) To the extent the contractor prepares or assists in preparing a statement of work to be used in competitively acquiring a system or services or provides material leading directly, predictably and without delay to such a work statement, the contractor may not supply the system, major components thereof or the services unless the contractor is the sole source, or a participant in the design or development work, or more than one contractor has been involved in preparation of the work statement. The contractor agrees to prepare, support the preparation of or provide material leading directly, predictably and without delay to a work statement to be used in competitive acquisitions, and the contractor agrees not to be a supplier or consultant to a supplier of any services, systems or subsystems for which the contractor participated in preparing the work statement. The prohibition relative to being a supplier, a subcontract supplier, or a consultant to a supplier of any services, systems or subsystems extends for a period of three(3) years after the terms of this contract. (FAR 9.505-2(b)(1))

[X] (4) To the extent work to be performed under this contract requires evaluation of offers for products or services, a contract will not be awarded to a contractor that will evaluate its own offers for products or services, or those of a competitor, without proper safeguards to ensure objectivity to protect the Government's interests. Contractor agrees to the terms and conditions set forth in the Statement of Work that are established to ensure objectivity to protect the Government's interests. (FAR 9.505-3)

[X] (5) To the extent work to be performed under this contract requires access to proprietary data of other companies, the contractor must enter into agreements with such other companies which set forth procedures deemed adequate by those companies (i) to protect such data from unauthorized use or disclosure so long as it remains proprietary and (ii) to refrain from using the information for any other purpose other than that for which it was furnished. Evidence of such agreement(s) must be made available to the Procuring Contracting Officer upon request. The contractor shall restrict access to proprietary information to the minimum number of employees necessary for performance of this contract. Further, the contractor agrees that it will not utilize proprietary data obtained from such other companies in preparing proposals (solicited or unsolicited) to perform additional services or studies for the United States Government. The contractor agrees to execute agreements with companies furnishing proprietary data in connection with work performed under this contract, obligating the contractor to protect such data from unauthorized use or disclosure so long as such data remains proprietary, and to furnish copies of such agreement to the Contracting Officer. Contractor further agrees that such proprietary data shall not be used in performing for the Department of Defense additional work in the same field as work performed under this contract if such additional work is procured competitively. (FAR 9.505-4)

[X] (6) Preparation of Statements of Work or Specifications. If the contractor under this contract assists substantially in the preparation of a statement of work or specifications, the contractor shall be ineligible to perform or participate in any capacity in any contractual effort (solicited or unsolicited) that is based on such statement of work or specifications. The contractor shall not incorporate its products or services in such statement of work or specifications unless so directed in writing by the Contracting Officer, in which case the restrictions in this subparagraph shall not apply. Contractor agrees that it will not supply to the Department of Defense (either as a prime contractor or as a subcontractor) or act as consultant to a supplier of, any system, subsystem or major component utilized for or in connection with any item or work statement prepared or other services performed or materials delivered under this contract, and is procured on a competitive basis, by the Department of Defense with three(3) years after completion of work under this contract. The provisions of this clause shall not apply to any system, subsystem, or major component for which the contractor is the sole source of supply or which it participated in designing or developing. (FAR 9.505-4(b))

[X] (7) Advisory and Assistance Services (AAS). If the contractor provides AAS services as defined in paragraph (d) of this clause, it shall be ineligible thereafter to participate in any capacity in Government contractual

efforts (solicited or unsolicited) which stem directly from such work, and the contractor agrees not to perform similar work for prospective offerors with respect to any such contractual efforts. Furthermore, unless so directed in writing by the Contracting Officer, the contractor shall not perform any such work under this contract on any of its products or services, or the products or services of another firm for which the contractor performs similar work. Nothing in this subparagraph shall preclude the contractor from competing for follow-on contracts for AAS.

(f) Remedies. In the event the contractor fails to comply with the provisions of this clause, such noncompliance shall be deemed a material breach of the provisions of this contract. If such noncompliance is the result of conflicting financial interest involving contractor personnel performing work under this contract, the Government may require the contractor to remove such personnel from performance of work under this contract. Further, the Government may elect to exercise its right to terminate for default in the event of such noncompliance. Nothing herein shall prevent the Government from electing any other appropriate remedies afforded by other provisions of this contract, or statute or regulation.

(g) Disclosure of Potential Conflicts of Interest. The contractor recognizes that during the term of this contract, conditions may change which may give rise to the appearance of a new conflict of interest. In such an event, the contractor shall disclose to the Government information concerning the new conflict of interest. The contractor shall provide, as a minimum, the following information:

- (1) a description of the new conflict of interest (e.g., additional weapons systems supplier(s), corporate restructuring, new first-tier subcontractor(s), new contract) and identity of parties involved;
- (2) a description of the work to be performed;
- (3) the dollar amount;
- (4) the period of performance; and
- (5) a description of the contractor's internal controls and planned actions, to avoid any potential organizational conflict of interest.

5252.210-9501 AVAILABILITY OF UNIQUE DATA ITEM DESCRIPTIONS (UDIDs) AND DATA ITEM DESCRIPTIONS (DIDs) (NAVAIR) (OCT 2005)

Access Procedures for Acquisition Management System and Data Requirements Control List (AMSDL), DoD 5010.12-L, and DIDs listed therein. The AMSDL and all DIDs and UDIDs listed therein are available online via the Acquisition Streamlining and Standardization Information System located at <http://assist.daps.dla.mil>. To access these documents, select the Quick Search link on the site home page.

5252.211-9502 GOVERNMENT INSTALLATION WORK SCHEDULE (NAVAIR)(OCT 2005) - ALT I (OCT 2005)

(a) The Holidays applicable to this contract are: New Year's Day, Martin Luther King's Birthday, President's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day.

(b) In the event that the contractor is prevented from performance as the result of an Executive Order or an administrative leave determination that applies to the using activity, such time may be charged to the contract as a direct cost provided such charges are consistent with the contractor's accounting practices. In the event that any of the above holidays occur on a Saturday or Sunday, or Compressed Work Schedule Alternate Friday, then such holiday shall be observed as they are by the assigned Government employees at the using activity.

(c) The Naval Air Warfare Center Weapons Division works a 4/5/9 work schedule. Therefore alternate Fridays are not a part of the normal workweek for work performed on-site at a Naval Air Warfare Center Weapons Division site. The majority of the Government offices are closed on alternate Fridays.

(d) No deviation in the normal workweek will be permitted without express advance approval by the designated Contracting Officer with coordination of the using departments.

5252.211- 9510 CONTRACTOR EMPLOYEES (NAVAIR)(MAY 2011)

(a) In all situations where contractor personnel status is not obvious, all contractor personnel are required to identify themselves to avoid creating an impression to the public, agency officials, or Congress that such contractor personnel are Government officials. This can occur during meeting attendance, through written (letter or email) correspondence or verbal discussions (in person or telephonic), when making presentations, or in other situations where their contractor status is not obvious to third parties. This list is not exhaustive. Therefore, the contractor employee(s) shall:

- (1) Not by word or deed give the impression or appearance of being a Government employee;
- (2) Wear appropriate badges visible above the waist that identify them as contractor employees when in Government spaces, at a Government-sponsored event, or an event outside normal work spaces in support of the contract/order;
- (3) Clearly identify themselves as contractor employees in telephone conversations and in all formal and informal written and electronic correspondence. Identification shall include the name of the company for whom they work;
- (4) Identify themselves by name, their company name, if they are a subcontractor the name of the prime contractor their company is supporting, as well as the Government office they are supporting when participating in meetings, conferences, and other interactions in which all parties are not in daily contact with the individual contractor employee; and
- (5) Be able to provide, when asked, the full number of the contract/order under which they are performing, and the name of the Contracting Officer's Representative.

(b) If wearing a badge is a risk to safety and/or security, then an alternative means of identification maybe utilized if endorsed by the Contracting Officer's Representative and approved by the Contracting Officer.

(c) The Contracting Officer will make final determination of compliance with regulations with regard to proper identification of contractor employees.

5252.216-9512 PAPERLESS CONTRACTING (NAVAIR) (JUN 2009)

(a) Orders and requests for proposals are hereby authorized to be issued by facsimile or by electronic commerce (including e-mail and paperless methods of delivery). Nothing in this contract should be read to prohibit these types of orders. In the event of a conflict with any other provision of this contract, this clause shall govern.

(b) To the extent the terms "written", "mailed", or "physically delivered" appear in other provisions of this contract, these terms are hereby defined to explicitly include electronic commerce, email, or paperless delivery methods.

5252.216-9534 TASK ORDER PROCEDURES (NAVAIR) (OCT 2005)

(a) The following activity (ies) or individual(s) is/are designated as Ordering Officer(s): Naval Air Warfare Center Aircraft Division (NAWCAD) AIR Code 2.5.1

The above activity (ies) or individual(s) is/are responsible for issuing and administering any orders placed hereunder. Ordering Officers may negotiate revisions/modifications to orders, but only within the scope of this contract. Ordering Officers have no authority to modify any provision of this basic contract. Any deviation from the terms of the basic contract must be submitted to the Procuring Contracting Officer (PCO) for contractual action. Ordering Officers may enter into mutual no cost cancellations of orders under this contract and may reduce the scope of orders/tasks, but a Termination for Convenience or Termination for Default may only be issued by the PCO.

(b) Task orders. All orders issued hereunder are subject to the terms and conditions of this contract. The contract shall control in the event of conflict with any order. When mailed, an order shall be "issued" for purposes of this contract at the time the Government deposits the order in the mail, or, if transmitted by other means, when physically delivered to the contractor.

(c) A task order shall be issued for each order. In addition to any other data that may be called for in the contract, the following information shall be specified in each order, as applicable:

- (1) Date of order.
- (2) Contract and task order number.
- (3) Applicable contract line item number (CLIN).
- (4) Description of the task to be performed.
- (5) Description of the end item or service.
- (6) DD Form 254 (Contract Security Classification).
- (7) DD Form 1423 (Contract Data Requirements List).
- (8) Exact place of performance.
- (9) The inspecting and accepting codes.
- (10) Estimated cost and fee and level of effort by labor category (and billing rate if known).
- (11) List of Government furnished property and the estimated value of the property.
- (12) Invoice and payment provisions to the extent not covered by the contract.
- (13) Accounting and appropriation data.
- (14) Period of performance.
- (15) Organizational Conflict of Interest provisions.
- (16) Type of order (e.g., completion, term, FFP)

(d) Negotiated Agreement. For task orders with an estimated value of greater than \$0.00 the information contained in each task order with respect to labor categories, man-hours and delivery date shall be the result of a negotiated agreement reached by the parties in advance of issuance of the order.

(1) The Ordering Officer shall furnish the contractor with a written preliminary task order and request for proposal. The request shall include:

- (i) a description of the specified work required,
- (ii) the desired delivery schedule,
- (iii) the place and manner of inspection and acceptance, and

(2) The contractor shall, within the time specified by the preliminary task order, provide the Ordering Officer with a proposal to perform, which shall include:

- (i) the required number of labor hours by labor classification and scheduled billing rates, for each end product or task,
- (ii) overtime hours by labor category,
- (iii) proposed completion or delivery dates,
- (iv) other direct costs (i.e., direct material, travel subsistence, and similar costs)
- (v) dollar amount and type of any proposed subcontracts, and
- (vi) total estimated cost/price.

The cost factors utilized in determining the estimated cost/price under any order shall be the rates applicable at time the order is issued.

(3) Upon receipt of the proposal, the Ordering Officer shall review the estimates therein to ensure acceptability to the Government, enter into such discussions with the contractor as may be necessary to correct and revise any discrepancies in the proposal, and effect whatever internal review procedures are required. Should the Ordering Officer and contractor be unable to reach agreement as to the terms of the order prior to its issuance, the conflict shall be referred to the Contracting Officer.

(4) For task orders under the dollar amount indicated in paragraph (d), the procedures for reaching agreement are as follows:

(i) The Ordering Officer shall issue a fully funded, unilaterally executed task order representing a firm order for the total requirement.

(ii) In the event the contractor cannot perform in accordance with the terms and conditions and within the estimated cost of the task order, he shall:

- (A) notify the Ordering Officer immediately,
- (B) submit a proposal for the work requested in the task order,
- (C) not commence performance until such time that differences between the task order and the contractor's proposal are resolved and a modification, if necessary, is issued.

(e) Total Estimated Dollar Amount. The total estimated dollar amount of each order constitutes a ceiling price for that order. The requirements for notification set forth in Federal Acquisition Regulation "paragraphs (b) and (c) of

FAR Clause 52.232-20, Limitation of Cost” and “paragraph (c) of FAR Clause 52.232-22, “Limitation of Funds” are applicable to individual task orders. The ceiling amount for each order may not be exceeded unless authorized by a modification to the order. All revisions providing additional funds to a task order will include fee in the same manner as established in the basic task order.

(f) Oral Orders. Oral orders may be placed hereunder only in emergency circumstances. Information described above shall be furnished to the contractor at the time of placing an oral order and shall be confirmed by issuance of a written task order within ten (10) days working days of the oral order.

(g) Modifications. Modifications to orders shall be issued using a Standard Form 30 and shall include the information set forth in paragraph (c) above, as applicable. Orders may be modified orally by the Ordering Officer in emergency circumstances. (Oral modifications shall be confirmed by issuance of a written modification on Standard Form 30 within ten (10) days working days from the time of the oral communication amending the order.)

5252.216-9540 ISSUANCE OF ORDERS USING STREAMLINED PROCEDURES (NAVAIR) (NOV 2003)

(a) Unless the procedures in paragraphs (b) and (c) are utilized orders will be issued under this contract using the following streamlined procedures:

(1) For each proposed order, the contracting officer will provide the contractor with a statement of work (SOW) and an independent Government cost estimate (IGCE).

(2) Within three (3) working days of receipt of the SOW and IGCE, the contractor will respond with a confirmation letter agreeing to perform the SOW within the IGCE. If the requirement remains valid and the contracting officer determines the IGCE to represent a fair and reasonable price, a fully negotiated, priced order will be issued to the contractor.

(3) If the contractor does not agree with the SOW and/or IGCE, a proposal will be submitted to the contracting officer within five (5) working days of receipt of the SOW and IGCE, addressing only the specific areas of differences. Once the differences are resolved between the contracting officer and the contractor, and the contracting officer determines that the price is fair and reasonable, a fully negotiated, priced order will be issued to the contractor.

(b) There may be occasions when the Government determines, in circumstances of emergency or exigency, that the need for specific supplies or services is unusually urgent. On such occasions, the Ordering Officer may issue an order based solely on the Government estimate, requiring the contractor to provide the supplies or services specified without having an opportunity to review the Government estimate before the order is issued. This type of order shall be a unilaterally unpriced order.

(1) The unilaterally unpriced order shall specify the estimated cost and fee and the desired delivery schedule for the work being ordered. The Government’s desired delivery shall apply unless the Ordering Officer receives written notification from the Contractor within fifteen (15) days after receipt of the order that the proposed delivery schedule is not acceptable. Such notification shall propose an alternative delivery schedule. The Contractor shall either provide written acceptance of the order or submit its cost proposal within thirty (30) days after receipt of the order.

(2) The Government has no obligation to pay for the supplies or services ordered until the actual price and delivery schedule have been negotiated. In no event shall the costs incurred exceed the estimated cost of the order.

(3) The contractor shall include in its proposal a statement of costs incurred and an estimate of costs expected to complete the work. Data supporting the accuracy and reliability of the cost estimate should also be included. After submission of the contractor’s cost proposal and supporting data, the contractor and the Ordering Officer shall negotiate a bilateral modification to the original order finalizing the price and delivery schedule.

(4) Should the Ordering Officer and the contractor be unable to reach an agreement as to the terms of the order, the conflict shall be referred to the Contracting Officer who shall issue such direction as is required by the circumstances. If a bilateral agreement is not negotiated within sixty (60) days after submission of the contractor’s cost proposal, the Contracting Officer will issue a modification to the unilaterally unpriced order that establishes the Government’s total estimated cost for the order. This price will remain in effect unless the contractor requests to negotiate the price by submission of a proposal.

(5) Failure to arrive at an agreement shall be considered a dispute in accordance with the clause entitled “Disputes”.

(c) For orders under \$100,000, the procedures for reaching agreement are as follows:

(1) The Ordering Officer shall issue a fully funded, unilaterally executed order representing a firm order for the total requirement.

(2) In the event the contractor cannot perform in accordance with the terms and conditions and within the estimated cost of the order, the contractor shall:

- (i) notify the Ordering Officer within three working days
- (ii) submit a proposal for the work requested in the order,
- (iii) not commence performance until such time that the differences between the order and contractor's proposal are resolved and a modification, if necessary, is issued.

**5252.227-9511 DISCLOSURE, USE AND PROTECTION OF PROPRIETARY INFORMATION
(NAVAIR) (FEB 2009)**

(a) During the performance of this contract, the Government may use an independent services contractor (ISC), who is neither an agent nor employee of the Government. The ISC may be used to conduct reviews, evaluations, or independent verification and validations of technical documents submitted to the Government during performance.

(b) The use of an ISC is solely for the convenience of the Government. The ISC has no obligation to the prime contractor. The prime contractor is required to provide full cooperation, working facilities and access to the ISC for the purposes stated in paragraph (a) above.

(c) Since the ISC is neither an employee nor an agent of the Government, any findings, recommendations, analyses, or conclusions of such a contractor are not those of the Government.

(d) The prime contractor acknowledges that the Government has the right to use ISCs as stated in paragraph (a) above. It is possible that under such an arrangement the ISC may require access to or the use of information (other than restricted cost or pricing data), which is proprietary to the prime contractor.

(e) To protect any such proprietary information from disclosure or use, and to establish the respective rights and duties of both the ISC and prime contractor, the prime contractor agrees to enter into a direct agreement with any ISC as the Government requires. A properly executed copy (per FAR 9.505-4) of the agreement will be provided to the Procuring Contracting Officer.

5252.228-9501 LIABILITY INSURANCE (NAVAIR) (MAR 1999)

The following types of insurance are required in accordance with the clause entitled, "FAR 52.228-5, "Insurance--Work on a Government Installation"" and 52.228-7, "Insurance--Liability to Third Persons" shall be maintained in the minimum amounts shown:

- (a) Comprehensive General Liability: \$200,000 per person and \$500,000 per accident for bodily injury.
- (b) Automobile Insurance: \$200,000 per person and \$500,000 per accident for bodily injury and \$500,000 per accident for property damage.
- (c) Standard Workman's Compensation and Employer's Liability Insurance (or, where maritime employment is involved, Longshoremen's and Harbor Worker's Compensation Insurance) in the minimum amount of \$100,000.
- (d) Aircraft public and passenger liability: \$200,000 per person and \$500,000 per occurrence for bodily injury, other than passenger liability; \$200,000 per occurrence for property damage. Passenger bodily injury liability limits of \$200,000 per passenger, multiplied by the number of seats or number of passengers, whichever is greater.

**5252.232-9509 REIMBURSEMENT OF TRAVEL, PER DIEM, AND SPECIAL MATERIAL COSTS
(NAVAIR)(OCT 2006)**

(a) Area of Travel. Performance under this contract may require travel by contractor personnel. If travel, domestic or overseas, is required, the contractor is responsible for making all necessary arrangements for its personnel. These include but are not limited to: medical examinations, immunizations, passports/visas/etc., and

security clearances. All contractor personnel required to perform work on any U.S. Navy vessel shall obtain boarding authorization from the Commanding Officer of the vessel before boarding

(b) Travel Policy. The Government will reimburse the contractor for allowable travel costs incurred by the contractor in performance of the contract in accordance with FAR Subpart 31.2. Travel required for tasks assigned under this contract shall be governed in accordance with: Federal Travel Regulations, prescribed by the General Services Administration for travel in the conterminous 48 United States, (hereinafter the FTR); Joint Travel Regulation, Volume 2, DoD Civilian Personnel, Appendix A, prescribed by the Department of Defense, for travel in Alaska, Hawaii, The Commonwealth of Puerto Rico, and territories and possessions of the United States (hereinafter JTR); and Standardized Regulations (Government Civilians, Foreign Areas), Section 925, "Maximum Travel Per Diem Allowances for Foreign Areas," prescribed by the Department of State, for travel in areas not covered in the FTR or JTR (hereinafter the SR).

(c) Travel. Travel and subsistence are authorized for travel beyond a fifty-mile radius of the contractor's office whenever a task assignment requires work to be accomplished at a temporary alternate worksite. No travel or subsistence shall be charged for work performed within a fifty-mile radius of the contractor's office. The contractor shall not be paid for travel or subsistence for contractor personnel who reside in the metropolitan area in which the tasks are being performed. Travel performed for personal convenience, in conjunction with personal recreation, or daily travel to and from work at the contractor's facility will not be reimbursed.

(1) For travel costs other than described in paragraph (c) above, the contractor shall be paid on the basis of actual amount paid to the extent that such travel is necessary for the performance of services under the contract and is authorized by the COR in writing.

(2) When transportation by privately owned conveyance is authorized, the contractor shall be paid on a mileage basis not to exceed the applicable Government transportation rate as contained in the FTR, JTR or SR. Authorization for the use of privately owned conveyance shall be indicated in the basic contract. Distances traveled between points shall be shown on invoices as listed in standard highway mileage guides. Reimbursement will not exceed the mileage shown in the standard highway mileage guides.

(3) The contractor agrees, in the performance of necessary travel, to use the lowest cost mode commensurate with the requirements of the mission as set forth in the basic contract and in accordance with good traffic management principles. When it is necessary to use air or rail travel, the contractor agrees to use coach, tourist class, or similar accommodations to the extent consistent with the successful and economical accomplishment of the mission for which the travel is being performed.

(4) The contractor's invoices shall include receipts or other evidence substantiating actual costs incurred for authorized travel. In no event will such payments exceed the rates of common carriers.

(d) Vehicle and/or Truck Rentals. The contractor shall be reimbursed for actual rental/lease of special vehicles and/or trucks (i.e., of a type not normally used by the contractor in the conduct of its business) only if authorized in the basic contract or upon approval by the COR. Reimbursement of such rental shall be made based on actual amounts paid by the contractor. Use of rental/lease costs of vehicles and/or trucks that are of a type normally used by the contractor in the conduct of its business are not subject to reimbursement

(e) Car Rental. The contractor shall be reimbursed for car rental, exclusive of mileage charges, as authorized in the basic contract or upon approval by the COR, when the services are required to be performed beyond the normal commuting distance from the contractor's facilities. Car rental for a team on TDY at one site will be allowed for a minimum of four (4) persons per car, provided that such number or greater comprise the TDY team.

(f) Per Diem. The contractor shall not be paid for per diem for contractor personnel who reside in the metropolitan areas in which the tasks are being performed. Per Diem shall not be paid on services performed within a fifty-mile radius of the contractor's home office or the contractor's local office. Per Diem is authorized for contractor personnel beyond a fifty-mile radius of the contractor's home or local offices whenever a task assigned requires work to be done at a temporary alternate worksite. Per Diem shall be paid to the contractor only to the extent that overnight stay is necessary and authorized under this contract. The authorized per diem rate shall be the same as the prevailing per diem in the worksite locality. These rates will be based on rates contained in the FTR, JTR or SR. The applicable rate is authorized at a flat seventy-five (75%) percent on the day of departure from contractor's home or local office, and on the day of return. Reimbursement to the contractor for per diem shall be limited to actual payments to per diem defined herein. The contractor shall provide actual payments of per diem defined herein. The contractor shall provide supporting documentation for per diem expenses as evidence of actual payment.

(g) Shipboard Stays. Whenever work assignments require temporary duty aboard a Government ship, the contractor will be reimbursed at the per diem rates identified in paragraph C8101.2C or C81181.3B(6) of the Department of Defense Joint Travel Regulations, Volume II.

(h) Special Material. "Special material" includes only the costs of material, supplies, or services which is peculiar to the ordered data and which is not suitable for use in the course of the contractor's normal business. It shall be furnished pursuant to specific authorization approved by the COR. The contractor will be required to support all material costs claimed by its costs less any applicable discounts. "Special materials" include, but are not limited to, graphic reproduction expenses, or technical illustrative or design requirements needing special processing.

5252.232-9516 ALLOTMENT OF FUNDS - INCREMENTALLY FUNDED COST-REIMBURSEMENT CONTRACT OTHER THAN COST-SHARING CONTRACT (JUL 1985)

For the purposes of paragraph (b) of the "Limitation of Funds" clause of this contract-

(a) the amount available for payment and allotted to this incrementally funded contract is to be determined at the task order level.

(b) the items covered by such amount are Item(s) to be determined at the task order level.

and

(c) the period of performance for which it is estimated the allotted amount will cover is to be determined at the task order level.

5252.237-9501 ADDITION OR SUBSTITUTION OF KEY PERSONNEL (SERVICES) (NAVAIR)(OCT 2005)

(a) A requirement of this contract is to maintain stability of personnel proposed in order to provide quality services. The contractor agrees to assign only those key personnel whose resumes were submitted and approved, and who are necessary to fulfill the requirements of the effort. The contractor agrees to assign to any effort requiring non-key personnel only personnel who meet or exceed the applicable labor category descriptions. No substitution or addition of personnel shall be made except in accordance with this clause.

(b) If personnel for whatever reason become unavailable for work under the contract for a continuous period exceeding thirty (30) working days, or are expected to devote substantially less effort to the work than indicated in the proposal, the contractor shall propose a substitution to such personnel, in accordance with paragraph (d) below.

(c) The contractor agrees that during the first 12 months of the contract, no key personnel substitutions or additions will be made unless necessitated by compelling reasons including, but not limited to: an individual's illness, death, termination of employment, declining an offer of employment (for those individuals proposed as contingent hires), or family friendly leave. In such an event, the contractor must promptly provide the information required by paragraph (d) below to the Contracting Officer for approval prior to the substitution or addition of key personnel.

(d) All proposed substitutions shall be submitted, in writing, to the Contracting Officer at least fifteen (15) days (thirty (30) days if a security clearance must be obtained) prior to the proposed substitution. Each request shall provide a detailed explanation of the circumstances necessitating the proposed substitution, a complete resume for the proposed substitute, information regarding the full financial impact of the change, and any other information required by the Contracting Officer to approve or disapprove the proposed substitution. All proposed substitutes (no matter when they are proposed during the performance period) shall have qualifications that are equal to or higher than the qualifications of the person being replaced.

(e) In the event a requirement to increase the specified level of effort for a designated labor category, but not the overall level of effort of the contract occurs, the offeror shall submit to the Contracting Officer a written request for approval to add personnel to the designated labor category. The information required is the same as that required in paragraph (d) above. The additional personnel shall have qualifications greater than or equal to at least one (1) of the individuals proposed for the designated labor category.

(f) The Contracting Officer shall evaluate requests for substitution and addition of personnel and promptly notify the offeror, in writing, of whether the request is approved or disapproved.

(g) If the Contracting Officer determines that suitable and timely replacement of personnel who have been reassigned, terminated or have otherwise become unavailable to perform under the contract is not reasonably forthcoming or that the resultant reduction of productive effort would impair the successful completion of the contract or the task order, the contract may be terminated by the Contracting Officer for default or for the convenience of the Government, as appropriate. Alternatively, at the Contracting Officer's discretion, if the Contracting Officer finds the contractor to be at fault for the condition, he may equitably adjust (downward) the contract price or fixed fee to compensate the Government for any delay, loss or damage as a result of the contractor's action.

(h) Noncompliance with the provisions of this clause will be considered a material breach of the terms and conditions of the contract for which the Government may seek any and all appropriate remedies including Termination for Default pursuant to FAR Clause 52.249-6, Alt IV, "Termination (Cost-Reimbursement)".

5252.242-9502 TECHNICAL DIRECTION (NAVAIR) (MAY 2011)

(a) Definition. Technical Direction Letters (TDLs) are a means of communication between the Contracting Officer's Representative (COR) or Task Order Manager (TOM), and the contractor to answer technical questions, provide technical clarification, and give technical direction regarding the content of the Statement of Work (SOW) of a Contract, Order, or Agreement; herein after referred to as contract.

(i) "Technical Direction" means "clarification of contractual requirements or direction of a technical nature, within the context of the SOW of the contract".

(b) Scope. The Defense Federal Acquisition Regulation Supplement (DFARS) 201.602-2 states that the Contracting Officer may designate qualified personnel as a COR. In this capacity, the COR or TOM may provide Technical Direction to the contractor, so long as the Technical Direction does not make any commitment or change that affects price, quality, quantity, delivery, or other terms and conditions of the contract. This Technical Direction shall be provided consistent with the limitations specified below.

(c) Limitations. When necessary, Technical Direction concerning details of requirements set forth in the contract, shall be given through issuance of TDLs prepared by the COR or TOM subject to the following limitations.

(i) The TDL, and any subsequent amendments to the TDL, shall be in writing and signed by both the COR or TOM, and the Contracting Officer prior to issuance of the TDL to the contractor. Written TDLs are the only medium permitted for use when technical direction communication is required. Any other means of communication (including such things as Contractor Service Request Letters, Authorization Letters, or Material Budget Letters) are not permissible means of communicating technical direction during contract performance.

(ii) In the event of an urgent situation, the COR/TOM may issue the TDL directly to the contractor prior to obtaining the Contracting Officer's signature.

(iii) Each TDL issued is subject to the terms and conditions of the contract and shall not be used to assign new work, direct a change to the quality or quantity of supplies and/or services delivered, change the delivery date(s) or period of performance of the contract, or change any other conditions of the contract. TDLs shall only provide additional clarification and direction regarding technical issues. In the event of a conflict between a TDL and the contract, the contract shall take precedence.

(iv) Issuance of TDLs shall not incur an increase or decrease to the contract price, estimated contract amount (including fee), or contract funding, as applicable. Additionally, TDLs shall not provide clarification or direction of a technical nature that would require the use of existing funds on the contract beyond the period of performance or delivery date for which the funds were obligated.

(v) TDLs shall provide specific Technical Direction to the contractor only for work specified in the SOW and previously negotiated in the contract. TDLs shall not require new contract deliverables that may cause the contractor to incur additional costs.

(vi) When, in the opinion of the contractor, a TDL calls for effort outside the terms and conditions of the contract or available funding, the contractor shall notify the Contracting Officer in writing, with a copy to the COR or TOM, within two (2) working days of having received the Technical Direction. The contractor shall undertake no

performance to comply with the TDL until the matter has been resolved by the Contracting Officer through a contract modification or other appropriate action.

(vii) If the contractor undertakes work associated with a TDL that is considered to be outside the scope of the contract, the contractor does so at its own risk and is not subject to recover any costs and fee or profit associated with the scope of effort.

5252.242-9515 RESTRICTION ON THE DIRECT CHARGING OF MATERIAL (NAVAIR) (JUL 1998)

(a) The term "material" includes supplies, materials, parts, equipment, hardware and Information Technology (IT) resources including equipment, services and software. This is a service contract and the procurement of material of any kind that are not incidental to and necessary for contract performance may be determined to be unallowable costs pursuant to FAR Part 31. No materials may be acquired under the contract without the prior written authorization of the Contracting Officer's Representative (COR). IT resources may not be procured under the material line item of this contract unless the approvals required by Department of Defense purchasing procedures have been obtained. Any material provided by the contractor is subject to the requirements of the Federal Acquisition Regulation (FAR), the Defense Federal Acquisition Regulation Supplement (DFARS), and applicable Department of the Navy regulations and instructions.

(b) Prior written approval of the COR shall be required for all purchases of materials. If the contractor's proposal submitted for a task order includes a list of materials with associated prices, then the COR's acceptance of the contractor's proposal shall constitute written approval of those purchases.

(c) The costs of general purpose business expenses required for the conduct of the contractor's normal business operations will not be considered an allowable direct cost in the performance of this contract. General purpose business expenses include, but are not limited to, the cost for items such as telephones and telephone charges, reproduction machines, word processing equipment, personal computers and other office equipment and office supplies.

5252.242-9517 PROGRESS AND STATUS REPORT, IDIQ CONTRACTS WITH LEVEL OF EFFORT PROVISIONS (NAVAIR) (OCT 2005)

(a) The contractor shall prepare and submit a report as a supplement to each Standard Form 1034 presented for payment. The report shall cover the term for which the invoice is submitted and shall include the following information when applicable:

(1) Identification Elements

- (i) Contract, Invoice and Control Numbers
- (ii) Contractor's Name and Address
- (iii) Date of Report
- (iv) Reporting (invoicing) Period

(2) Delivery Order Description Elements. For each delivery order invoice, the report shall include:

- (i) Delivery order number
- (ii) Number of hours and labor categories as awarded in delivery order.
- (iii) Labor hours expended for the reporting period and cumulatively broken out to identify labor categories and specific individuals utilized and the amount of labor hours expended by each.
- (iv) Labor hours, by labor category anticipated to be required for completion of delivery order.
- (v) Extent of travel, including identification of individuals performing the travel, the labor categories of such individuals and total number of travelers.

(vi) List of materials and other direct cost items expended in performance of the delivery order during the reporting period.

(vii) The same information as specified in a. through f. above is required for any subcontractor performance on the delivery order.

(b) Each report shall address each element of paragraph (2) above. Where the element is not applicable, the report shall so state.

(c) Each period of performance and associated labor hours of the contract shall stand alone. Accordingly, when a new period begins (i.e., ordering months 0-12, 13-24, etc.) the labor, travel, and material shall be reported for each performance period.

(d) Distribution of the report shall, as a minimum, be one (1) copy to be determined at the task order level, and one (1) copy to the Contracting Officer's Representative (COR). Additional requirements may be established in a DD Form 1423, Contract Data Requirements List.

(e) COR will insure this report and copies of the invoice are retained.

**5252.242- 9518 CONTRACTOR PERFORMANCE ASSESSMENT REPORTING SYSTEM
(CPARS)(NAVAIR) (FEB 2009)**

(a) The Contractor Performance Assessment Reporting System (CPARS) has been established to collect past performance information on defense contractors as required by FAR 42.1502 (DoD Deviation 99-O0002). The frequency and type of CPARS reports (initial, intermediate, final, out-of-cycle, and addendum) shall be as required in the DoD CPARS Policy Guide that is available at: <http://www.cpars.csd.disa.mil/cparsmain.htm>

(b) For orders placed against contracts and agreements the contractor's performance shall be assessed on an order-by-order basis [] or total contract/agreement basis [].

5252.243-9504 AUTHORIZED CHANGES ONLY BY THE CONTRACTING OFFICER (NAVAIR) (JAN 1992)

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

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

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

NAVAIR Code 2.5.1.6
21983 Bundy Road
Patuxent River, MD 20670

5252.245-9520 ASSOCIATE CONTRACTOR CLAUSE (NAVAIR) (OCT 2005)

(a)(1) This clause is intended to ensure that there will be appropriate coordination/integration of work by all Department of Navy platforms associate contractors to ensure complete compatibility between equipment, data, and services for all Department of Navy platforms to prevent unnecessary duplication of effort and in order to maximize commonality.

(2) The price of this contract makes provision for the performance of the work called for in the Associate Contractor Agreements as required by this clause, in support of this contract.

(b) The Associate Contractors are as follows:

(c) The contractor shall work and maintain close liaison with the associate contractors listed in paragraph (b) above. In order to assure accomplishment of this objective, the contractor shall enter into a written Associate Contractor Agreement with each of the other applicable associate contractors.

(d) Each Associate Contractor Agreement between the contractor and an associate contractor shall provide for complete and unbiased exchange of technical information and interface data (data) relating to their detailed responsibilities and procedures. The following is a guide to be used in the development of each agreement:

(1) Identification of the data to be furnished among the associate contractors to facilitate procedures/schedules for the exchange of data. Descriptive detail of the data to be furnished or exchanged, with a specific date for delivery of each item thereof and containing such other mutual covenants and agreements that may be desirable or required to assure delivery or exchange of said data in a timely manner and in a condition suitable for use by the recipient. (For example, this may extend to all information pertaining and essential to the design, development, fabrication, test, interface, modification and installation of equipment and provision of services hereunder to the extent that each party may require such information to ensure the compatibility of their respective equipment, data and services.)

(2) Services to be provided by one contractor to another (including such services as clerical support to visiting associate contractor personnel, unscheduled maintenance and technical support for equipment, etc.) to facilitate the performance of the respective contracts and the period(s) of time the services are to be provided to assure necessary interface actions and support activities.

(3) The materials to be provided to each other by the respective contractors in performance.

(4) The facilities and their location to be provided by each contractor to accommodate personnel assigned to provide the associate contractor's integration and support services, assurance of adequate working areas, power requirements, office space and communication equipment which are essential for timely completion of the integration/support services.

(5) Delineation of respective interface responsibilities.

(6) Provision for furnishing copies to communications relative to performance of associate contractor responsibilities.

(e) In the event this exchange of data results in the need to obtain access to proprietary information, the contractor agrees to include in the Associate Contractor Agreements the terms and conditions under which the contractor and associate contractors agree to exchange such proprietary information. The Contractor hereby agrees not to use, modify, reproduce, release, perform, display, or disclose such proprietary information unless specifically authorized in writing to do so under the Associate Contractor Agreements.

(f) The Associate Contractor Agreements shall permit the exchange of data between the associate contractors. The Agreements shall be structured so that all contractors and associate contractors are obligated to protect proprietary information from all unauthorized use or disclosure for as long as such information remains proprietary.

(g) "Proprietary Information" means information that embodies trade secrets developed at private expense or business, commercial, or financial information that is privileged or confidential provided that such information:
 is not known or available from other sources without obligations concerning its confidentiality;
 has not been made available by the owners to others without obligation concerning its confidentiality;
 is not already available to the Government without obligation concerning its confidentiality; and
 has not been developed independently by persons who have had no access to the information.

(h) Each Associate Contractor Agreement shall be submitted to the Government for review prior to execution. Following Government concurrence and execution by both associate contractors, each Associate Contractor Agreement may be made an attachment to this contract. The Associate Contractor Agreements are for information purposes only and shall not be subject to or governed by this contract. In the event of a conflict between the terms of this contract and terms of the aforesaid agreement, the terms of this contract shall control.

(i) Where the contractor and an associate contractor fail to agree upon action to be taken in connection with their respective responsibilities, each contractor shall promptly notify the cognizant PCO and furnish the contractor's recommendations for a solution. The contractor shall not be relieved of its obligations to make timely deliveries or be entitled to any other adjustment because of the contractor and its associate failure to: (1) resolve Associate Contractor Agreements disputes; (2) promptly refer matters to the PCO; or (3) to implement PCO directions.

Section I - Contract Clauses

DEVIATION**52.219-8 UTILIZATION OF SMALL BUSINESS CONCERNS (MAY 2004) (DEVIATION)**

(a) It is the policy of the United States that small business concerns, veteran-owned small business concerns, service-disabled veteran-owned small business concerns, HUBZone small business concerns, small disadvantaged business concerns, and women-owned small business concerns shall have the maximum practicable opportunity to participate in performing contracts let by any Federal agency, including contracts and subcontracts for subsystems, assemblies, components, and related services for major systems. It is further the policy of the United States that its prime contractors establish procedures to ensure the timely payment of amounts due pursuant to the terms of their subcontracts with small business concerns, veteran-owned small business concerns, service-disabled veteran-owned small business concerns, HUBZone small business concerns, small disadvantaged business concerns, and women-owned small business concerns.

(b) The Contractor hereby agrees to carry out this policy in the awarding of subcontracts to the fullest extent consistent with efficient contract performance. The Contractor further agrees to cooperate in any studies or surveys as may be conducted by the United States Small Business Administration or the awarding agency of the United States as may be necessary to determine the extent of the Contractor's compliance with this clause.

(c) Definitions. As used in this contract--

"HUBZone small business concern" means a small business concern that appears on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration.

"Service-disabled veteran-owned small business concern"--

(1) Means a small business concern--

(i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a service-disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

"Small business concern" means a small business as defined pursuant to Section 3 of the Small Business Act and relevant regulations promulgated pursuant thereto.

"Small disadvantaged business concern" means a small business concern that represents, as part of its offer, that it meets the criteria consistent with 13 CFR 124.1002--

(1) Not less than 51 percent of which is unconditionally and directly owned by one or more socially and economically disadvantaged individuals who are citizens of the United States, the management and daily business operations of which are controlled by one or more socially and economically disadvantaged individuals; and

(2)) Where the concern is owned by one or more individuals, and each individual represents their net worth does not exceed \$750,000 after taking into account the applicable exclusions set forth at 13 CFR 124.104(c)(2);

"Veteran-owned small business concern" means a small business concern--

(1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

(2) The management and daily business operations of which are controlled by one or more veterans.

"Women-owned small business concern" means a small business concern--

(1) That is at least 51 percent owned by one or more women, or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

(d) Contractors acting in good faith may rely on written representations by their subcontractors regarding their status as a small business concern, a veteran-owned small business concern, a service-disabled veteran-owned small business concern, a HUBZone small business concern, a small disadvantaged business concern, or a women-owned small business concern.

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

(a) *Definitions.*

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

(b) The Contractor-

(1) Agrees not to-

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

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

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

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

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

CLAUSES INCORPORATED BY REFERENCE

52.202-1	Definitions	JUL 2004
52.203-3	Gratuities	APR 1984
52.203-5	Covenant Against Contingent Fees	APR 1984
52.203-6	Restrictions On Subcontractor Sales To The Government	SEP 2006
52.203-7	Anti-Kickback Procedures	JUL 1995
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity	JAN 1997

52.203-10	Price Or Fee Adjustment For Illegal Or Improper Activity	JAN 1997
52.203-12	Limitation On Payments To Influence Certain Federal Transactions	SEP 2007
52.203-13	Contractor Code of Business Ethics and Conduct	DEC 2008
52.204-4	Printed or Copied Double-Sided on Recycled Paper	AUG 2000
52.204-7	Central Contractor Registration	APR 2008
52.204-9	Personal Identity Verification of Contractor Personnel	SEP 2007
52.204-10	Reporting Subcontract Awards	SEP 2007
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	SEP 2006
52.211-15	Defense Priority And Allocation Requirements	APR 2008
52.215-2	Audit and Records--Negotiation	MAR 2009
52.215-8	Order of Precedence--Uniform Contract Format	OCT 1997
52.215-11	Price Reduction for Defective Cost or Pricing Data--Modifications	OCT 1997
52.215-13	Subcontractor Cost or Pricing Data--Modifications	OCT 1997
52.215-18	Reversion or Adjustment of Plans for Postretirement Benefits (PRB) Other than Pensions	JUL 2005
52.215-23	Limitations on Pass-Through Charges	OCT 2009
52.215-23 Alt I	Limitations on Pass-Through Charges	OCT 2009
52.216-8	Fixed Fee	MAR 1997
52.219-8	Utilization of Small Business Concerns	JAN 2011
52.219-14	Limitations On Subcontracting	DEC 1996
52.222-1	Notice To The Government Of Labor Disputes	FEB 1997
52.222-3	Convict Labor	JUN 2003
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	MAR 2007
52.222-29	Notification Of Visa Denial	JUN 2003
52.222-35	Equal Opportunity For Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans	SEP 2006
52.222-36	Affirmative Action For Workers With Disabilities	JUN 1998
52.222-37	Employment Reports On Special Disabled Veterans, Veterans Of The Vietnam Era, and Other Eligible Veterans	SEP 2006
52.222-50	Combating Trafficking in Persons	FEB 2009
52.223-6	Drug-Free Workplace	MAY 2001
52.223-14	Toxic Chemical Release Reporting	AUG 2003
52.224-1	Privacy Act Notification	APR 1984
52.224-2	Privacy Act	APR 1984
52.225-8	Duty-Free Entry	FEB 2000
52.225-13	Restrictions on Certain Foreign Purchases	JUN 2008
52.226-1	Utilization Of Indian Organizations And Indian-Owned Economic Enterprises	JUN 2000
52.227-2	Notice And Assistance Regarding Patent And Copyright Infringement	DEC 2007
52.228-5	Insurance - Work On A Government Installation	JAN 1997
52.228-7	Insurance--Liability To Third Persons	MAR 1996
52.229-3	Federal, State And Local Taxes	APR 2003
52.230-2	Cost Accounting Standards	OCT 2008
52.230-6	Administration of Cost Accounting Standards	MAR 2008
52.232-1	Payments	APR 1984
52.232-8	Discounts For Prompt Payment	FEB 2002
52.232-9	Limitation On Withholding Of Payments	APR 1984
52.232-16 Alt I	Progress Payments (Jul 2009) - Alternate I	MAR 2000

52.232-17	Interest	OCT 2008
52.232-18	Availability Of Funds	APR 1984
52.232-20	Limitation Of Cost	APR 1984
52.232-22	Limitation Of Funds	APR 1984
52.232-23 Alt I	Assignment of Claims (Jan 1986) - Alternate I	APR 1984
52.232-25	Prompt Payment	OCT 2008
52.232-33	Payment by Electronic Funds Transfer--Central Contractor Registration	OCT 2003
52.233-1	Disputes	JUL 2002
52.233-3	Protest After Award	AUG 1996
52.233-3 Alt I	Protest After Award (Aug 1996) - Alternate I	JUN 1985
52.233-4	Applicable Law for Breach of Contract Claim	OCT 2004
52.237-3	Continuity Of Services	JAN 1991
52.237-11	Accepting and Dispensing of \$1 Coin	SEP 2008
52.242-1	Notice of Intent to Disallow Costs	APR 1984
52.242-3	Penalties for Unallowable Costs	MAY 2001
52.242-4	Certification of Final Indirect Costs	JAN 1997
52.242-13	Bankruptcy	JUL 1995
52.243-1 Alt I	Changes--Fixed Price (Aug 1987) - Alternate I	APR 1984
52.243-2 Alt I	Changes--Cost-Reimbursement (Aug 1987) - Alternate I	APR 1984
52.244-5	Competition In Subcontracting	DEC 1996
52.244-6	Subcontracts for Commercial Items	DEC 2009
52.245-1	Government Property	JUN 2007
52.245-9	Use And Charges	JUN 2007
52.246-25	Limitation Of Liability--Services	FEB 1997
52.247-63	Preference For U.S. Flag Air Carriers	JUN 2003
52.249-2	Termination For Convenience Of The Government (Fixed-Price)	MAY 2004
52.249-6	Termination (Cost Reimbursement)	MAY 2004
52.249-8	Default (Fixed-Price Supply & Service)	APR 1984
52.249-14	Excusable Delays	APR 1984
52.253-1	Computer Generated Forms	JAN 1991
252.201-7000	Contracting Officer's Representative	DEC 1991
252.203-7001	Prohibition On Persons Convicted of Fraud or Other Defense-Contract-Related Felonies	DEC 2008
252.203-7002	Requirement to Inform Employees of Whistleblower Rights	JAN 2009
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004 Alt A	Central Contractor Registration (52.204-7) Alternate A	SEP 2007
252.205-7000	Provision Of Information To Cooperative Agreement Holders	DEC 1991
252.209-7004	Subcontracting With Firms That Are Owned or Controlled By The Government of a Terrorist Country	DEC 2006
252.215-7000	Pricing Adjustments	DEC 1991
252.219-7011	Notification to Delay Performance	JUN 1998
252.225-7001	Buy American Act And Balance Of Payments Program	JAN 2009
252.225-7002	Qualifying Country Sources As Subcontractors	APR 2003
252.225-7012	Preference For Certain Domestic Commodities	DEC 2008
252.226-7001	Utilization of Indian Organizations and Indian-Owned Economic Enterprises, and Native Hawaiian Small Business Concerns	SEP 2004
252.227-7013	Rights in Technical Data--Noncommercial Items	NOV 1995
252.227-7025	Limitations on the Use or Disclosure of Government-Furnished Information Marked with Restrictive Legends	JUN 1995
252.227-7027	Deferred Ordering Of Technical Data Or Computer Software	APR 1988
252.227-7030	Technical Data--Withholding of Payment (Editable Local)	MAR 2000

252.227-7037	Validation of Restrictive Markings on Technical Data	SEP 1999
252.232-7003	Electronic Submission of Payment Requests and Receiving Reports	MAR 2008
252.232-7004	DOD Progress Payment Rates	OCT 2001
252.232-7010	Levies on Contract Payments	DEC 2006
252.239-7001	Information Assurance Contractor Training and Certification	JAN 2008
252.243-7001	Pricing Of Contract Modifications	DEC 1991
252.243-7002	Requests for Equitable Adjustment	MAR 1998
252.244-7000	Subcontracts for Commercial Items and Commercial Components (DoD Contracts)	AUG 2009
252.247-7023	Transportation of Supplies by Sea	MAY 2002
252.247-7024	Notification Of Transportation Of Supplies By Sea	MAR 2000

CLAUSES INCORPORATED BY FULL TEXT

52.215-19 NOTIFICATION OF OWNERSHIP CHANGES (OCT 1997)

(a) The Contractor shall make the following notifications in writing:

(1) When the Contractor becomes aware that a change in its ownership has occurred, or is certain to occur, that could result in changes in the valuation of its capitalized assets in the accounting records, the Contractor shall notify the Administrative Contracting Officer (ACO) within 30 days.

(2) The Contractor shall also notify the ACO within 30 days whenever changes to asset valuations or any other cost changes have occurred or are certain to occur as a result of a change in ownership.

(b) The Contractor shall--

(1) Maintain current, accurate, and complete inventory records of assets and their costs;

(2) Provide the ACO or designated representative ready access to the records upon request;

(3) Ensure that all individual and grouped assets, their capitalized values, accumulated depreciation or amortization, and remaining useful lives are identified accurately before and after each of the Contractor's ownership changes; and

(4) Retain and continue to maintain depreciation and amortization schedules based on the asset records maintained before each Contractor ownership change.

(c) The Contractor shall include the substance of this clause in all subcontracts under this contract that meet the applicability requirement of FAR 15.408(k).

52.216-7 ALLOWABLE COST AND PAYMENT (DEC 2002)

(a) Invoicing.

(1) The Government will make payments to the Contractor when requested as work progresses, but (except for small business concerns) not more often than once every 2 weeks, in amounts determined to be allowable by the Contracting Officer in accordance with Federal Acquisition Regulation (FAR) Subpart 31.2 in effect on the date of this contract and the terms of this contract. The Contractor may submit to an authorized representative of the Contracting Officer, in such form and reasonable detail as the representative may require, an invoice or voucher supported by a statement of the claimed allowable cost for performing this contract.

(2) Contract financing payments are not subject to the interest penalty provisions of the Prompt Payment Act. Interim payments made prior to the final payment under the contract are contract financing payments, except interim payments if this contract contains Alternate I to the clause at 52.232-25.

(3) The designated payment office will make interim payments for contract financing on the 30th day after the designated billing office receives a proper payment request. In the event that the Government requires an audit or other review of a specific payment request to ensure compliance with the terms and conditions of the contract, the designated payment office is not compelled to make payment by the specified due date.

(b) Reimbursing costs.

(1) For the purpose of reimbursing allowable costs (except as provided in subparagraph (b)(2) of this section, with respect to pension, deferred profit sharing, and employee stock ownership plan contributions), the term "costs" includes only --

(i) Those recorded costs that, at the time of the request for reimbursement, the Contractor has paid by cash, check, or other form of actual payment for items or services purchased directly for the contract;

(ii) When the Contractor is not delinquent in paying costs of contract performance in the ordinary course of business, costs incurred, but not necessarily paid, for --

(A) Supplies and services purchased directly for the contract and associated financing payments to subcontractors, provided payments determined due will be made-

(1) In accordance with the terms and conditions of a subcontract or invoice; and

(2) Ordinarily within 30 days of the submission of the Contractor's payment request to the Government;

(B) Materials issued from the Contractor's inventory and placed in the production process for use on the contract;

(C) Direct labor;

(D) Direct travel;

(E) Other direct in-house costs; and

(F) Properly allocable and allowable indirect costs, as shown in the records maintained by the Contractor for purposes of obtaining reimbursement under Government contracts; and

(iii) The amount of financing payments that have been paid by cash, check or other form of payment to subcontractors.

(2) Accrued costs of Contractor contributions under employee pension plans shall be excluded until actually paid unless-

(i) The Contractor's practice is to make contributions to the retirement fund quarterly or more frequently; and

(ii) The contribution does not remain unpaid 30 days after the end of the applicable quarter or shorter payment period (any contribution remaining unpaid shall be excluded from the Contractor's indirect costs for payment purposes).

(3) Notwithstanding the audit and adjustment of invoices or vouchers under paragraph (g) of this clause, allowable indirect costs under this contract shall be obtained by applying indirect cost rates established in accordance with paragraph (d) of this clause.

(4) Any statements in specifications or other documents incorporated in this contract by reference designating performance of services or furnishing of materials at the Contractor's expense or at no cost to the Government shall be disregarded for purposes of cost-reimbursement under this clause.

(c) Small business concerns. A small business concern may receive more frequent payments than every 2 weeks

(d) Final indirect cost rates.

(1) Final annual indirect cost rates and the appropriate bases shall be established in accordance with Subpart 42.7 of the Federal Acquisition Regulation (FAR) in effect for the period covered by the indirect cost rate proposal.

(2)(i) The Contractor shall submit an adequate final indirect cost rate proposal to the Contracting Officer (or cognizant Federal agency official) and auditor within the 6-month period following the expiration of each of its fiscal years. Reasonable extensions, for exceptional circumstances only, may be requested in writing by the Contractor and granted in writing by the Contracting Officer. The Contractor shall support its proposal with adequate supporting data.

(ii) The proposed rates shall be based on the Contractor's actual cost experience for that period. The appropriate Government representative and the Contractor shall establish the final indirect cost rates as promptly as practical after receipt of the Contractor's proposal.

(3) The Contractor and the appropriate Government representative shall execute a written understanding setting forth the final indirect cost rates. The understanding shall specify

(i) the agreed-upon final annual indirect cost rates,

(ii) the bases to which the rates apply,

(iii) the periods for which the rates apply,

(iv) any specific indirect cost items treated as direct costs in the settlement, and

(v) the affected contract and/or subcontract, identifying any with advance agreements or special terms and the applicable rates.

The understanding shall not change any monetary ceiling, contract obligation, or specific cost allowance or disallowance provided for in this contract. The understanding is incorporated into this contract upon execution.

(4) Failure by the parties to agree on a final annual indirect cost rate shall be a dispute within the meaning of the Disputes clause.

(5) Within 120 days (or longer period if approved in writing by the Contracting Officer) after settlement of the final annual indirect cost rates for all years of a physically complete contract, Contractor shall submit a completion invoice or voucher to reflect the settled amounts and rates.

(6)(i) If the Contractor fails to submit a completion invoice or voucher within the time specified in paragraph (d)(5) of this clause, the Contracting Officer may--

(A) Determine the amounts due to the Contractor under the contract; and

(B) Record this determination in a unilateral modification to the contract.

(ii) This determination constitutes the final decision of the Contracting Officer in accordance with the Disputes clause.

(e) Billing rates. Until final annual indirect cost rates are established for any period, the Government shall reimburse the Contractor at billing rates established by the Contracting Officer or by an authorized representative (the cognizant auditor), subject to adjustment when the final rates are established. These billing rates --

(1) Shall be the anticipated final rates; and

(2) May be prospectively or retroactively revised by mutual agreement, at either party's request, to prevent substantial overpayment or underpayment.

(f) Quick-closeout procedures. Quick-closeout procedures are applicable when the conditions in FAR 42.708(a) are satisfied.

(g) Audit. At any time or times before final payment, the Contracting Officer may have the Contractor's invoices or vouchers and statements of cost audited. Any payment may be --

(1) Reduced by amounts found by the Contracting Officer not to constitute allowable costs; or

(2) Adjusted for prior overpayments or underpayments.

(h) Final payment.

(1) Upon approval of a completion invoice or voucher submitted by the Contractor in accordance with paragraph (d)(5) of this clause, and upon the Contractor's compliance with all terms of this contract, the Government shall promptly pay any balance of allowable costs and that part of the fee (if any) not previously paid.

(2) The Contractor shall pay to the Government any refunds, rebates, credits, or other amounts (including interest, if any) accruing to or received by the Contractor or any assignee under this contract, to the extent that those amounts are properly allocable to costs for which the Contractor has been reimbursed by the Government. Reasonable expenses incurred by the Contractor for securing refunds, rebates, credits, or other amounts shall be allowable costs if approved by the Contracting Officer. Before final payment under this contract, the Contractor and each assignee whose assignment is in effect at the time of final payment shall execute and deliver --

(i) An assignment to the Government, in form and substance satisfactory to the Contracting Officer, of refunds, rebates, credits, or other amounts (including interest, if any) properly allocable to costs for which the Contractor has been reimbursed by the Government under this contract; and

(ii) A release discharging the Government, its officers, agents, and employees from all liabilities, obligations, and claims arising out of or under this contract, except --

(A) Specified claims stated in exact amounts, or in estimated amounts when the exact amounts are not known;

(B) Claims (including reasonable incidental expenses) based upon liabilities of the Contractor to third parties arising out of the performance of this contract; provided, that the claims are not known to the Contractor on the date of the execution of the release, and that the Contractor gives notice of the claims in writing to the Contracting Officer within 6 years following the release date or notice of final payment date, whichever is earlier; and

(C) Claims for reimbursement of costs, including reasonable incidental expenses, incurred by the Contractor under the patent clauses of this contract, excluding, however, any expenses arising from the Contractor's indemnification of the Government against patent liability.

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from at time of contract award through contract completion date.

(b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

(c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

52.216-19 ORDER LIMITATIONS (OCT 1995)

(a) Minimum order. When the Government requires supplies or services covered by this contract in an amount of less than \$50,000.00, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) Maximum order. The Contractor is not obligated to honor--

(1) Any order for a single item in excess of \$5M;

(2) Any order for a combination of items in excess of \$5M; or

(3) A series of orders from the same ordering office within 7 days that together call for quantities exceeding the limitation in subparagraph (1) or (2) above.

(c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) above.

(d) Notwithstanding paragraphs (b) and (c) above, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within 7 days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

52.216-22 INDEFINITE QUANTITY (OCT 1995)

(a) This is an indefinite-quantity contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the "maximum." The Government shall order at least the quantity of supplies or services designated in the Schedule as the "minimum."

(c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after 180 days after the contract's end of ordering period.

52.219-18 NOTIFICATION OF COMPETITION LIMITED TO ELIGIBLE 8(A) CONCERNS (JUN 2003)

(a) Offers are solicited only from small business concerns expressly certified by the Small Business Administration (SBA) for participation in the SBA's 8(a) Program and which meet the following criteria at the time of submission of offer --

- (1) The Offeror is in conformance with the 8(a) support limitation set forth in its approved business plan; and
- (2) The Offeror is in conformance with the Business Activity Targets set forth in its approved business plan or any remedial action directed by the SBA.

(b) By submission of its offer, the Offeror represents that it meets all of the criteria set forth in paragraph (a) of this clause.

(c) Any award resulting from this solicitation will be made to the Small Business Administration, which will subcontract performance to the successful 8(a) offeror selected through the evaluation criteria set forth in this solicitation.

(d)(1) Agreement . A small business concern submitting an offer in its own name shall furnish, in performing the contract, only end items manufactured or produced by small business concerns in the United States or its outlying areas. If this procurement is processed under simplified acquisition procedures and the total amount of this contract does not exceed \$25,000, a small business concern may furnish the product of any domestic firm. This paragraph does not apply in connection with construction or service contracts.

(2) The Alutiiq, 3SG, LLC will notify the NAWCAD AIR-2.5.1 Contracting Officer in writing immediately upon entering an agreement (either oral or written) to transfer all or part of its stock or other ownership interest to any other party.

52.219-28 POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION (APR 2009)

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

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

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

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

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

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

(3) For long-term contracts--

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

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

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

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

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

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

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

The Contractor represents that it [] is, [] is not a small business concern under NAICS Code 541330 assigned to contract number [_____].

[Contractor to sign and date and insert authorized signer's name and title].

Signature	Date
Signer's Printed Name	Signer's Title

52.243-7 NOTIFICATION OF CHANGES (APR 1984)

(a) Definitions. "Contracting Officer," as used in this clause, does not include any representative of the Contracting Officer. "Specifically authorized representative (SAR)," as used in this clause, means any person the Contracting Officer has so designated by written notice (a copy of which shall be provided to the Contractor) which shall refer to this subparagraph and shall be issued to the designated representative before the SAR exercises such authority.

(b) Notice. The primary purpose of this clause is to obtain prompt reporting of Government conduct that the Contractor considers to constitute a change to this contract. Except for changes identified as such in writing and signed by the Contracting Officer, the Contractor shall notify the Administrative Contracting Officer in writing, within 30 calendar days from the date that the Contractor identifies any Government conduct (including actions, inactions, and written or oral communications) that the Contractor regards as a change to the contract terms and conditions. On the basis of the most accurate information available to the Contractor, the notice shall state--

- (1) The date, nature, and circumstances of the conduct regarded as a change;
- (2) The name, function, and activity of each Government individual and Contractor official or employee involved in or knowledgeable about such conduct;
- (3) The identification of any documents and the substance of any oral communication involved in such conduct;
- (4) In the instance of alleged acceleration of scheduled performance or delivery, the basis upon which it arose;
- (5) The particular elements of contract performance for which the Contractor may seek an equitable adjustment under this clause, including--
 - (i) What contract line items have been or may be affected by the alleged change;
 - (ii) What labor or materials or both have been or may be added, deleted, or wasted by the alleged change;
 - (iii) To the extent practicable, what delay and disruption in the manner and sequence of performance and effect on continued performance have been or may be caused by the alleged change;
 - (iv) What adjustments to contract price, delivery schedule, and other provisions affected by the alleged change are estimated; and
- (6) The Contractor's estimate of the time by which the Government must respond to the Contractor's notice to minimize cost, delay or disruption of performance.

(c) Continued performance. Following submission of the notice required by (b) above, the Contractor shall diligently continue performance of this contract to the maximum extent possible in accordance with its terms and conditions as construed by the Contractor, unless the notice reports a direction of the Contracting Officer or a communication from a SAR of the Contracting Officer, in either of which events the Contractor shall continue

performance; provided, however, that if the Contractor regards the direction or communication as a change as described in (b) above, notice shall be given in the manner provided. All directions, communications, interpretations, orders and similar actions of the SAR shall be reduced to writing and copies furnished to the Contractor and to the Contracting Officer. The Contracting Officer shall countermand any action which exceeds the authority of the SAR.

(d) Government response. The Contracting Officer shall promptly, within 30 calendar days after receipt of notice, respond to the notice in writing. In responding, the Contracting Officer shall either--

(1) Confirm that the conduct of which the Contractor gave notice constitutes a change and when necessary direct the mode of further performance;

(2) Countermand any communication regarded as a change;

(3) Deny that the conduct of which the Contractor gave notice constitutes a change and when necessary direct the mode of further performance; or

(4) In the event the Contractor's notice information is inadequate to make a decision under (1), (2), or (3) above, advise the Contractor what additional information is required, and establish the date by which it should be furnished and the date thereafter by which the Government will respond.

(e) Equitable adjustments.

(1) If the Contracting Officer confirms that Government conduct effected a change as alleged by the Contractor, and the conduct causes an increase or decrease in the Contractor's cost of, or the time required for, performance of any part of the work under this contract, whether changed or not changed by such conduct, an equitable adjustment shall be made--

(i) In the contract price or delivery schedule or both; and

(ii) In such other provisions of the contract as may be affected.

(2) The contract shall be modified in writing accordingly. In the case of drawings, designs or specifications which are defective and for which the Government is responsible, the equitable adjustment shall include the cost and time extension for delay reasonably incurred by the Contractor in attempting to comply with the defective drawings, designs or specifications before the Contractor identified, or reasonably should have identified, such defect. When the cost of property made obsolete or excess as a result of a change confirmed by the Contracting Officer under this clause is included in the equitable adjustment, the Contracting Officer shall have the right to prescribe the manner of disposition of the property. The equitable adjustment shall not include increased costs or time extensions for delay resulting from the Contractor's failure to provide notice or to continue performance as provided, respectively, in (b) and (c) above.

NOTE: The phrases "contract price" and "cost" wherever they appear in the clause, may be appropriately modified to apply to cost-reimbursement or incentive contracts, or to combinations thereof.

52.244-2 SUBCONTRACTS (OCT 2010)

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

"Approved purchasing system" means a Contractor's purchasing system that has been reviewed and approved in accordance with Part 44 of the Federal Acquisition Regulation (FAR).

"Consent to subcontract" means the Contracting Officer's written consent for the Contractor to enter into a particular subcontract.

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

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

(c) If the Contractor does not have an approved purchasing system, consent to subcontract is required for any subcontract that--

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

(2) Is fixed-price and exceeds--

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

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

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

(e)

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

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

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

(iii) Identification of the proposed subcontractor.

(iv) The proposed subcontract price.

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

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

(vii) A negotiation memorandum reflecting--

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Synectic Solutions, Inc.

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

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

<http://www.arnet.gov/far> or <http://farsite.hill.af.mil>.

252.215-7004 EXCESSIVE PASS-THROUGH CHARGES (MAY 2008) ALT I (MAY 2008)

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

Added value means that the Contractor performs subcontract management functions that the Contracting Officer determines are a benefit to the Government (e.g., processing orders of parts or services, maintaining inventory, reducing delivery lead times, managing multiple sources for contract requirements, coordinating deliveries, performing quality assurance functions).

Excessive pass-through charge, with respect to a Contractor or subcontractor that adds no or negligible value to a contract or subcontract, means a charge to the Government by the Contractor or subcontractor that is for indirect costs or profit on work performed by a subcontractor (other than charges for the costs of managing subcontracts and applicable indirect costs and profit based on such costs).

No or negligible value means the Contractor or subcontractor cannot demonstrate to the Contracting Officer that its effort added value to the contract or subcontract in accomplishing the work performed under the contract (including task or delivery orders).

Subcontract means any contract, as defined in section 2.101 of the Federal Acquisition Regulation, entered into by a subcontractor to furnish supplies or services for performance of the contract or a subcontract. It includes but is not limited to purchase orders, and changes and modifications to purchase orders.

Subcontractor means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for the Contractor or another subcontractor.

(b) General. The Government will not pay excessive pass-through charges. The Contracting Officer has determined that there will be no excessive pass-through charges, provided the Contractor performs the disclosed value-added functions.

(c) Required reporting of performance of work by the Contractor or a subcontractor. The Contractor shall notify the Contracting Officer in writing if--

(1) The Contractor changes the amount of subcontract effort after award such that it exceeds 70 percent of the total cost of work to be performed under the contract, task order, or delivery order. The notification shall identify the revised cost of the subcontract effort and shall include verification that the Contractor will provide added value; or

(2) Any subcontractor changes the amount of lower-tier subcontractor effort after award such that it exceeds 70 percent of the total cost of the work to be performed under its subcontract. The notification shall identify the revised cost of the subcontract effort and shall include verification that the subcontractor will provide added value as related to the work to be performed by the lower-tier subcontractor(s).

(d) Recovery of excessive pass-through charges. If the Contracting Officer determines that excessive pass-through charges exist--

(1) For fixed-price contracts, the Government shall be entitled to a price reduction for the amount of excessive pass-through charges included in the contract price; and

(2) For other than fixed-price contracts, the excessive pass-through charges are unallowable in accordance with the provisions in Subpart 31.2 of the Federal Acquisition Regulation (FAR) and Subpart 231.2 of the Defense FAR Supplement.

(e) Access to records. (1) The Contracting Officer, or authorized representative, shall have the right to examine and audit all the Contractor's records (as defined at FAR 52.215-2(a)) necessary to determine whether the Contractor proposed, billed, or claimed excessive pass-through charges.

(2) For those subcontracts to which paragraph (f) of this clause applies, the Contracting Officer, or authorized representative, shall have the right to examine and audit all the subcontractor's records (as defined at FAR 52.215-2(a)) necessary to determine whether the subcontractor proposed, billed, or claimed excessive pass-through charges.

(f) Flowdown. The Contractor shall insert the substance of this clause, including this paragraph (f), in all subcontracts under this contract, except for--

- (1) Firm-fixed-price subcontracts awarded on the basis of adequate price competition;
- (2) Fixed-price subcontracts with economic price adjustment, awarded on the basis of adequate price competition;
- (3) Firm-fixed-price subcontracts for the acquisition of a commercial item; or
- (4) Fixed-price subcontracts with economic price adjustment, for the acquisition of a commercial item.

252.219-7009 SECTION 8(a) DIRECT AWARD (SEP 2007)

(a) This contract is issued as a direct award between the contracting office and the 8(a) Contractor pursuant to the Partnership Agreement, between the Small Business Administration (SBA) and the Department of Defense. Accordingly, the SBA, even if not identified in Section A of this contract, is the prime contractor and retains responsibility for 8(a) certification, for 8(a) eligibility determinations and related issues, and for providing counseling and assistance to the 8(a) Contractor under the 8(a) Program. The cognizant SBA district office is:

U.S. Small Business Administration
Fresno District Office
2719 N. Air Fresno Drive
Fresno, CA. 93727-1547

(b) The contracting office is responsible for administering the contract and for taking any action on behalf of the Government under the terms and conditions of the contract; provided that the contracting office shall give advance notice to the SBA before it issues a final notice terminating performance, either in whole or in part, under the contract. The contracting office also shall coordinate with the SBA prior to processing any novation agreement. The contracting office may assign contract administration functions to a contract administration office.

(c) The 8(a) Contractor agrees that-

(1) It will notify the Contracting Officer, simultaneous with its notification to the SBA (as required by SBA's 8(a) regulations at 13 CFR 124.308), when the owner or owners upon whom 8(a) eligibility is based plan to relinquish ownership or control of the concern. Consistent with Section 407 of Pub. L. 100-656, transfer of ownership or control shall result in termination of the contract for convenience, unless the SBA waives the requirement for termination prior to the actual relinquishing of ownership and control; and

(2) It will not subcontract the performance of any of the requirements of this contract without the prior written approval of the SBA and the Contracting Officer.

252.219-7010 NOTIFICATION OF COMPETITION LIMITED TO ELIGIBLE 8(A) CONCERNS (JUN 2003) (52.219-18) - ALT A (JUN 1998)

(a) Offers are solicited only from small business concerns expressly certified by the Small Business Administration (SBA) for participation in the SBA's 8(a) Program and which meet the following criteria at the time of submission of offer --

- (1) The Offeror is in conformance with the 8(a) support limitation set forth in its approved business plan; and
- (2) The Offeror is in conformance with the Business Activity Targets set forth in its approved business plan or any remedial action directed by the SBA.

(b) By submission of its offer, the Offeror represents that it meets all of the criteria set forth in paragraph (a) of this clause.

(c) Any award resulting from this solicitation will be made directly by the Contracting Officer to the successful 8(a) offeror selected through the evaluation criteria set forth in this solicitation.

(d)(1) Agreement. A small business concern submitting an offer in its own name shall furnish, in performing the contract, only end items manufactured or produced by small business concerns in the United States or its outlying areas. If this procurement is processed under simplified acquisition procedures and the total amount of this contract does not exceed \$25,000, a small business concern may furnish the product of any domestic firm. This paragraph does not apply in connection with construction or service contracts.

(2) The Alutiiq, 3SG, LLC. will notify the NAVAIR AIR-2.5.1.6 Contracting Officer in writing immediately upon entering an agreement (either oral or written) to transfer all or part of its stock or other ownership interest to any other party.

5252.235-7010 ACKNOWLEDGMENT OF SUPPORT AND DISCLAIMER (MAY 1995)

(a) The Contractor shall include an acknowledgment of the Government's support in the publication of any material based on or developed under this contract, stated in the following terms: This material is based upon work supported by the NAVAIR under Contract No. N00421-11-D-0048

(b) All material, except scientific articles or papers published in scientific journals, must, in addition to any notices or disclaimers by the Contractor, also contain the following disclaimer: Any opinions, findings and conclusions or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of the NAVAIR

5252.204-9502 REQUIREMENTS FOR LOCAL SECURITY SYSTEM (NAVAIR) (OCT 2005)

The contractor agrees to provide locator information regarding all employees requiring a permanent badge for authorized entrance to the NAWCWD, China Lake, CA Entrance is authorized by this contract as a result of tasks associated with performance of the Section C - Statement of Work only. Initial information shall be provided as each individual is assigned to this contract by using the Locator Form provided as an Attachment 3 to this contract. Thereafter, quarterly reports (due at the beginning of each quarter by the fifth day of the month) will be provided with gains/losses (identification of new and replaced or added individuals) and any changes to current personnel (such as telephone number, building number and room number). A point of contact is to be named on each quarterly report for any questions/additional information needed by the Government recipient. The quarterly reports are to be addressed to the contract COR. All losses are to have the permanent badges returned to the contract COR on the last day of the individual's task requirement.

5252.204-9504 DISCLOSURE OF CONTRACT INFORMATION (NAVAIR) (JAN 2007)

(a) The Contractor shall not release to anyone outside the Contractor's organization any unclassified information (e.g., announcement of contract award), regardless of medium (e.g., film, tape, document), pertaining to any part of this contract or any program related to this contract, unless the Contracting Officer has given prior written approval.

(b) Requests for approval shall identify the specific information to be released, the medium to be used, and the purpose for the release. The Contractor shall submit its request to the Contracting Officer at least ten (10) days before the proposed date for release.

(c) The Contractor agrees to include a similar requirement in each subcontract under this contract. Subcontractors shall submit requests for authorization to release through the prime contractor to the Contracting Officer.

Section J - List of Documents, Exhibits and Other Attachments

Section J - List of Documents, Exhibits and Other Attachments

Exhibit/Attachment Table of Contents

DOCUMENT TYPE	DESCRIPTION
Exhibit	CDRLs A001 & A002
Attachment 1	QASP
Attachment 2	COR Appt. Ltr.
Attachment 3	Locator Form

**QUALITY ASSURANCE SURVEILLANCE PLAN
FOR LOGISTICS SUPPORT SERVICES
IN SUPPORT OF
NAWCWD CHINA LAKE 6.7 INDUSTRIAL & LOGISTICS
MAINTENANCE PLANNING/SUSTAINMENT DEPARTMENT**

1. Purpose

This Quality Assurance Surveillance Plan (QASP) is a Government developed and applied document used to make sure that systematic quality assurance methods are used in the administration of the performance-based contract and resultant orders. The intent is to ensure that the contractor performs in accordance with the performance metrics, the Government receives the quality of services required under the contract and that the actual performance results are documented in accordance with this plan.

This QASP describes how the Government will observe, evaluate and document the contractor's performance in meeting the critical performance standards identified in the contract and task orders. Specifically, the QASP will identify the Government resources responsible for monitoring performance and surveillance methods that will be utilized in determining the quality level of services and products delivered under the contract. The intent is to establish and properly execute a QASP that will assist the Government in obtaining effective logistics support from the contractor.

The contract requirement is for continued professional logistics support in the areas of design interface, industrial and maintenance planning, integrated warfighter support, training and training support, support equipment management and integration at NAWCWD, China Lake, CA. The contractor will integrate Naval Aviation Enterprise (NAE) maintenance and supply functions, and maintenance scheduling and management in accordance with NAE constructs. The source of this requirement is the NAWCWD, China Lake, CA 6.7 Industrial & Logistics Maintenance Planning/Sustainment Department. The resulting vehicle will be a performance-based, single-award IDIQ type contract. The labor line items will be ordered via task orders on a cost-plus-fixed-fee and firm-fixed-price basis, and Other Direct Cost (ODC) items (travel, incidental materials, and NMCI) on a cost reimbursable basis. The contract will be for a five year ordering period. A properly executed QASP will assist the Government in achieving the objectives of this procurement.

2. Authority

Authority for issuance of this QASP is provided under Contract Section E – Inspection and Acceptance, which provides for inspections and acceptance of the services and documentation called for in the contract, to be executed by the Contracting Officer or a duly authorized representative.

3. Scope

To fully understand the roles and responsibilities of the parties, it is important to first define the distinction in terminology between Quality *Control* Plan and the Quality *Assurance Surveillance* Plan. The contractor, and not the Government, is responsible for management and quality control actions necessary to meet the quality standards set forth by the contract.

The QASP on the other hand, is put in place to provide Government *surveillance* oversight of the contractor's efforts to assure that they are timely, effective and are delivering the results specified in the contract and task orders.

4. Government Resources

The following definitions of the roles for Government resources are applicable to this plan:

Contracting Officer - A person duly appointed with the authority to enter into (Procuring Contracting Officer (PCO)) or administer (Administrative Contracting Officer (ACO)), or terminate (Termination Contracting Officer (TCO)) contracts and make related determination and findings on behalf of the Government. Contracting Officers are appointed via a written warrant, which sets forth limitations on their authority. The PCO for this contract is AIR-2.5.1.6. The ACO will be designated in the resulting contract.

Contracting Officer's Representative (COR) - An individual appointed in writing by the PCO to act as their authorized representative to assist in administering the contract or task order. The limitations of authority are contained in a written letter of appointment.

5. *Responsibilities*

The following Government resources will have responsibility for the implementation of this QASP:

Contracting Officer – The Contracting Officer will monitor performance of all necessary actions for effective contracting to ensure compliance with the terms of the contract and safeguards the interests of the United States in the contractual relationship. It is the Contracting Officer that assures the contractor receives impartial, fair and equitable treatment under the contract. The Contracting Officer is ultimately responsible for the final determination of the adequacy of the contractor's performance

Contracting Officer's Representative – The COR is responsible for technical administration of the contract and assures proper Government surveillance of the contractor's performance. In addition to the continuous monitoring of performance, the COR will also submit an annual assessment in the Navy's Contractor Performance Assessment Reporting System (CPARS). For CPARS, the COR assesses general quality of the product or service, schedule, cost control, business relations, management, small business compliance, and other important areas. The COR is not empowered to make any contractual commitments or to authorize any changes on the Government's behalf. Any changes that the contractor deems may affect contract price, terms, or conditions shall be referred to the Contracting Officer for action.

6. *Methods of QA Surveillance*

a. Contractor Performance Assessment Reporting System – The market place for logistics support services is very competitive. As such, the successful offeror has a vested interest in the Government-generated CPARS ratings under this contract. Additionally, the CPARS ratings will be the determinant in exercising the award terms. For this procurement the Government will address the quality of product or service, schedule, cost control, business relations, management, small business participation, and other important areas through detailed comments and evaluations. As this information may affect future source selections throughout the Department of Defense (DOD), and the continuation of the contract, the annual Government assessment will be used as an additional performance oversight and communication tool with the QASP. As such, the Government's evaluations and assessments of a contractor will be written in enough detail to allow for use in justification for or against award to that specific contractor.

b. QASP - This QASP defines the surveillance process, responsibilities and acceptable quality standards that will apply to performance based contractual efforts and establishes the basic scoring and reporting methodology for surveillance documentation. The below listed methods of surveillance will be used by the COR in the technical administration of this QASP. In addition to the below instructions, the form to be used for documentation of quality assurance surveillance is the Surveillance Activity Checklist.

7. *Surveillance*

Enclosures (1), (2), (3), and (4) set forth the performance standards, incentives, surveillance methods, and definitions for evaluation areas and ratings for the contractor and COR. Enclosure (5) provides the checklist and means for the COR to document the results of the surveillance. Enclosure (5) includes the performance-based requirements for each metric, a space for the rating, and a comment block. The ratings (exceptional, very good, Source Selection Information 2 Attachment 1
See FAR 2.101 and 3.104

satisfactory, marginal, or unacceptable) will be substantiated in the comments block with a data analysis score of the contractor's performance compared to the threshold and objective. The COR will utilize the narrative summary block to provide a narrative of additional information and observations to support the assigned ratings. Enclosure (5) will be provided to the Contracting Officer on a quarterly basis.

8. *Documentation*

In addition to providing quarterly reports to the Contracting Officer, the COR will maintain a complete Quality Assurance file. The file will contain copies of all reports, evaluations, recommendations, and any actions related to the Government's performance of the quality assurance function, including the originals of the Quality Assurance Checklists. All such records will be maintained for the life of the contract. The COR shall forward these records to the Contracting Officer at termination or completion of the contract.

9. Enclosures

Enclosure (1) – LOGISTICS PERFORMANCE STANDARDS

Enclosure (2) – DATA PERFORMANCE STANDARDS

Enclosure (3) – INCENTIVES

Enclosure (4) – DEFINITIONS FOR EVALUATION AREAS/RATINGS

Enclosure (5) – SURVEILLANCE ACTIVITY CHECKLIST

LOGISTICS PERFORMANCE STANDARDS

Description	Standard	AQL	Surveillance Method/Measure	Incentives
Research and analyze changes to ILS and systems acquisition policy and provide recommendations on impacts to current logistics support programs	Provide technically accurate and grammatically correct research results by the assigned due date	Performance meets standard at least 95% of the time	COR review of accuracy and timeliness of reports	See enclosure 3
Evaluate output products and/or conduct LORA, RCM and LSA projects	Provide detailed analysis and assessment results within 30 days after completion of task	Performance meets standard at least 95% of the time	COR observation and review of accuracy and timeliness of logs and reports	See enclosure 3
Recommend strategy for the sustainment of CPI programs and provide resources to sustain and improve current programs in the absence of Government resources	Provide technically accurate and grammatically correct recommendations by the assigned due date	Performance meets standard at least 95% of the time.	COR review of accuracy and timeliness of recommendations	See enclosure 3
Provide analyses, technical studies and reports in support of organizational, intermediate, and depot level maintenance tasks	Provide technically accurate and grammatically correct reports by the assigned due date	Performance meets standard at least 95% of the time	COR observation and review of accuracy and timeliness of logs and reports	See enclosure 3
Analyze Manpower, Personnel and Training (MPT) effectiveness to determine interim and follow-on training requirements	Provide technically accurate and grammatically correct reports with recommended method of training, manpower and personnel impacts by the assigned due date	Performance meets standard at least 95% of the time	COR observation and review of accuracy and timeliness of reports	See enclosure 3
Assess and review ECPs, TDs and publication changes, and related documents to assure that ILS requirements are properly addressed and are consistent within program constraints	Provide technically accurate and grammatically correct reports of assessments accomplished by the assigned due date	Performance meets standard at least 95% of the time	COR review of accuracy and timeliness of logs and reports	See enclosure 3

DATA PERFORMANCE STANDARDS

Description	Standard	AQL	Surveillance Method/Measure
Contractor's Progress, Status and Management Report	Submission is accurate and responsive to the DID and instructions cited in the CDRL	95% acceptable on first submission to Government; 100% acceptable on subsequent submissions	100% inspection by COR
Operations Security (OPSEC) Plan	Submission is accurate and responsive to the DID and instructions cited in the CDRL	95% acceptable on first submission to Government; 100% acceptable on subsequent submissions	100% inspection by COR
Repair Level Analysis	Submission is accurate and responsive to the DID and instructions cited in the CDRL	95% acceptable on first submission to Government; 100% acceptable on subsequent submissions	100% inspection by COR
Logistics Product Data Summaries	Submission is accurate and responsive to the DID and instructions cited in the CDRL	95% acceptable on first submission to Government; 100% acceptable on subsequent submissions	100% inspection by COR
Diminishing Manufacturing Sources and Material Shortages (DMSMS) Plan	Submission is accurate and responsive to the DID and instructions cited in the CDRL	95% acceptable on first submission to Government; 100% acceptable on subsequent submissions	100% inspection by COR
Supportability: Systems Operational Effectiveness Plan & Report	Submission is accurate and responsive to the DID and instructions cited in the CDRL	95% acceptable on first submission to Government; 100% acceptable on subsequent submissions	100% inspection by COR
Reliability Prediction and Documentation of Supporting Data	Submission is accurate and responsive to the DID and instructions cited in the CDRL	95% acceptable on first submission to Government; 100% acceptable on subsequent submissions	100% inspection by COR
Test Package	Submission is accurate and responsive to the DID and instructions cited in the CDRL	95% acceptable on first submission to Government; 100% acceptable on subsequent submissions	100% inspection by COR
Instructional Performance Requirements Document	Submission is accurate and responsive to the DID and instructions cited in the CDRL	95% acceptable on first submission to Government; 100% acceptable on subsequent submissions	100% inspection by COR
Conference Minutes	Submission is accurate and responsive to the DID and instructions cited in the CDRL	95% acceptable on first submission to Government; 100% acceptable on subsequent submissions	100% inspection by COR

INCENTIVES

The following incentives shall apply to performance under this contract.

Assessment Period	Acceptable Performance Definition	How Measured	Incentives
Ordering Months 0 - 12	All measurement areas rated "Satisfactory". See Enclosure 4.	Midpoint of the assessment period (6th month) evaluation using the CPARS format covering the previous 6 months.	(+) Award of future orders.* (-) Not awarded future orders unless there is remediation with COR.*
Ordering Months 13 - 24	All measurement areas rated "Satisfactory". See Enclosure 4.	Midpoint of the assessment period (18th month) evaluation using the CPARS format covering the previous 12 months.	(+) Award of future orders.* (-) Not awarded future orders unless there is remediation with COR.*
Ordering Months 25 - 36	All measurement areas rated at least "Satisfactory". Two or more measurements rated either "Very Good" or "Exceptional". See Enclosure 4.	Midpoint of the assessment period (30th month) evaluation using the CPARS format covering the previous 12 months.	(+) Award of future orders.* (-) Not awarded future orders unless there is remediation with COR.*
Ordering Months 37 - 48	All measurement areas rated at least "Satisfactory". Two or more measurements rated either "Very Good" or "Exceptional". See Enclosure 4.	Midpoint of the assessment period (42nd month) evaluation using the CPARS format covering the previous 12 months.	(+) Award of future orders.* (-) Not awarded future orders unless there is remediation with COR.*
Ordering Months 49 - 60	All measurement areas rated at least "Satisfactory". Two or more measurements rated either "Very Good" or "Exceptional". See Enclosure 4.	Endpoint of the assessment period (60th month) evaluation using the CPARS format covering the previous 12 months.	(+) Receive a positive final assessment (CPAR), appropriate for the quality of services provided.* (-) Receive a negative final assessment (CPAR), appropriate for the quality of services provided.*

* The Government will not award orders unless all regulatory requirements are met and the contractor meets the acceptable performance definition.

DEFINITIONS FOR EVALUATION AREAS/RATINGS

All SOW/CDRL tasks, including SOW/CDRL sub-tasks, will be assessed focusing on the following.

Quality of Product or Service – Assess the contractor’s effort to provide comprehensive logistics support services. Areas of focus may include the planning and management of logistics tasks, the quality of support provided, the integration of logistics management specialties, management of interfaces, and the management of a totally integrated effort of all logistics management concerns to meet cost, performance, and schedule objectives. Assess how successfully the contractor meets program quality.

Schedule – Assess the contractor’s adherence to the required delivery schedule by assessing the contractor’s efforts during the assessment period that contribute to or effect the schedule variance. Also address significance of scheduled events, discuss causes, and assess the effectiveness of contractor corrective actions.

Cost Control – Assess the contractor’s effectiveness in forecasting, managing, and controlling contract cost. Is the contractor experiencing cost growth or under run? If so, discuss the causes and contractor-proposed solutions for the cost overruns. For contracts where task or contract sizing is based upon contractor provided person-hour estimates, the relationship of these estimates to ultimate cost should be assessed. In addition, the extent to which the contractor demonstrates a sense of cost responsibility, through the efficient use of resources in each work effort should be assessed.

Business Relations – Assess the timelines, completeness and quality of problem identification, corrective action plans, proposal submittals, the contractor’s reasonable and cooperative behavior, effective business relations, and customer satisfaction.

Management – Assess the contractor’s success with timely award and management of subcontracts, including whether the contractor met small/small disadvantage and women-owned business participation goals. Discuss the extent to which the contractor discharges its responsibility for integration and coordination of all activity needed to execute the contract; identifies and applies resources required to meet schedule requirements; assigns responsibility for tasks/actions required by contract; communicates appropriate information to affected program elements in a timely manner. Assess the contractor’s risk mitigation plans. If applicable, identify any other management areas that are unique to the contract.

Small Business Compliance – Assess the contractor’s success with fulfilling the requirements of the approved small business subcontracting plan.

Other areas – Assess additional evaluation areas unique to the contract or that cannot be captured elsewhere.

The evaluation ratings are as follows:

Exceptional – Performance meets contractual requirements and exceeds many to the Government’s benefit. The contractual performance of the task and sub-task being assessed was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective.

Very Good - Performance meets contractual requirements and exceeds some to the Government’s benefit. The contractual performance of the task and sub-task being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective.

Satisfactory - Performance meets contractual requirements. The contractual performance of the task and sub-task contain some minor problems for which corrective actions taken by the contractor appear or were satisfactory.

Marginal - Performance does not meet some contractual requirements. The contractual performance of the task and sub-task being assessed reflect a serious problem for which the contractor has not yet identified corrective actions. The contractor’s proposed actions appear only marginally effective or were not fully implemented.

Unsatisfactory – Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the task or sub-task contains a serious problem(s) for which the contractor's actions appear or were ineffective.

SURVEILLANCE ACTIVITY CHECKLIST

Quarterly Surveillance:

The COR will perform a quarterly assessment of Quality of Product or Service, Schedule, Cost Control, Business Relations, Management, Small Business Compliance and Other Areas as applicable utilizing the CPARS evaluation rating definitions listed in Enclosure (4).

Description	Surveillance Method/Measure	Date Planned	Date Complete	Quality of Product/Service	Schedule	Cost Control	Business Relations	Mgmt.	Small Business Compl.	Other Areas
Research and analyze changes to ILS and systems acquisition policy and provide recommendations on impacts to current logistics support programs	COR review of accuracy and timeliness of reports	TBD								
Evaluate output products and/or conduct LORA, RCM and LSA projects	COR observation and review of accuracy and timeliness of logs and reports	TBD								
Recommend strategy for the sustainment of CPI programs and provide resources to sustain and improve current programs in the absence of Government resources	COR review of accuracy and timeliness of recommendations	TBD								
Provide analyses, technical studies and reports in support of organizational, intermediate, and depot level maintenance tasks	COR observation and review of accuracy and timeliness of logs and reports	TBD								

Description	Surveillance Method/Measure	Date Planned	Date Complete	Quality of Product/Service	Schedule	Cost Control	Business Relations	Mgmt.	Small Business Compl.	Other Areas
Analyze Manpower, Personnel and Training (MPT) effectiveness to determine interim and follow-on training requirements	COR observation and review of accuracy and timeliness of reports	TBD								
Assess and review ECPs, TDs and publication changes, and related documents to assure that ILS requirements are properly addressed and are consistent within program constraints	COR review of accuracy and timeliness of logs and reports	TBD								
Contractor's Progress, Status and Management Report	100% inspection by COR	TBD								
Operations Security (OPSEC) Plan	100% inspection by COR	TBD								
Repair Level Analysis	100% inspection by COR	TBD								

Enclosure (5)

Description	Surveillance Method/Measure	Date Planned	Date Complete	Quality of Product/ Service	Schedule	Cost Control	Business Relations	Mgmt.	Small Business Compl.	Other Areas
Logistics Product Data Summaries	100% inspection by COR	TBD								
Diminishing Manufacturing Sources and Material Shortages (DMSMS) Plan	100% inspection by COR	TBD								
Supportability: Systems Operational Effectiveness Plan & Report	100% inspection by COR	TBD								
Reliability Prediction and Documentation of Supporting Data	100% inspection by COR	TBD								
Test Package	100% inspection by COR	TBD								
Instructional Performance Requirements Document	100% inspection by COR	TBD								
Conference Minutes	100% inspection by COR	TBD								

Enclosure (5)

Quarterly Summary of Ratings:

Quality of Product or Service

Number of Exceptional _____

Number of Very Good _____

Number of Satisfactory _____

Schedule

Number of Exceptional _____

Number of Very Good _____

Number of Satisfactory _____

Source Selection Information
See FAR 2.101 and 3.104

Number of Marginal _____	Number of Marginal _____
Number of Unsatisfactory _____	Number of Unsatisfactory _____
<i>Cost Control</i>	<i>Business Relations</i>
Number of Exceptional _____	Number of Exceptional _____
Number of Very Good _____	Number of Very Good _____
Number of Satisfactory _____	Number of Satisfactory _____
Number of Marginal _____	Number of Marginal _____
Number of Unsatisfactory _____	Number of Unsatisfactory _____
<i>Management</i>	<i>Small Business Compliance</i>
Number of Exceptional _____	Number of Exceptional _____
Number of Very Good _____	Number of Very Good _____
Number of Satisfactory _____	Number of Satisfactory _____
Number of Marginal _____	Number of Marginal _____
Number of Unsatisfactory _____	Number of Unsatisfactory _____
<i>Other Areas</i>	
Number of Exceptional _____	
Number of Very Good _____	
Number of Satisfactory _____	
Number of Marginal _____	
Number of Unsatisfactory _____	

Annual Surveillance:

The COR will perform an annual assessment of overall contract performance utilizing the CPARS evaluation rating definitions listed in Enclosure (4) and the quarterly summary of ratings.

Enclosure (5)

Description	Surveillance Method/Measure	Date Planned	Date Completed	Summary Rating/Results
Quality of Product or Service	Review of Quarterly Ratings	TBD		
Schedule	Review of Quarterly Ratings	TBD		
Cost Control	Review of Quarterly Ratings	TBD		
Business Relations	Review of Quarterly Ratings	TBD		
Management	Review of Quarterly Ratings	TBD		
Small Bus. Compl.	Review of Quarterly Ratings	TBD		
Other Areas	Review of Quarterly Ratings	TBD		



DEPARTMENT OF THE NAVY
NAVAL AIR SYSTEMS COMMAND
NAVAL AIR SYSTEMS COMMAND HEADQUARTERS
21983 BUNDY ROAD UNIT 7
PATUXENT RIVER, MD 20670-1547

IN REPLY REFER TO:
4200
Ser 2.5.1.6.2.3/11-140
25 July 2011

MEMORANDUM

From: [(b) (6)], AIR 2.5.1.6 Procuring Contracting Officer
To: [(b) (6)], 400000D

Subj: Contracting Officer Representative Appointment

Ref: (a) DFARS 201.602-2 Responsibilities
(b) FAR Part 37, Service Contracting
(c) NAVAIRINST 4200.28D, Contracting Officer's Representative
(d) Quality Assurance Surveillance Plan for N00421-11-D-0048

Encl: (1) List of Specific Assigned Duties/ Contracting Officer Representative Nomination Memorandum

1. In accordance with reference (a), you are hereby appointed as the Contracting Officer Representative (COR) for N00421-11-D-0048 with Alutiq, 3SG, LLC (Alutiq). The contractor has designated Mr. Greg Hambricht to be the company's official responsible for technical performance under the contract. He is located at 3909 Arctic Blvd, suite 400, Anchorage, AK 99503-5710 and may be reached at (907) 222-9500 for technical issues and to discuss any matters under your cognizance. The period of performance of this contract and this COR appointment is 29 July 2011 - 28 July 2016. Matters of a contractual nature must be brought to my attention.

2. In accomplishing your duties as COR, you are cautioned to ensure the contract does not become a personal services contract as described in reference (b) through your actions or the actions of other government personnel. You must notify me of any noted technical deficiencies or deviations not specifically approved by me. I may seek your technical advice from time to time, especially concerning technical qualifications of contractor key personnel. The contractor will furnish a copy of the invoices for your review and retention and any discrepancies should be brought to my attention promptly. Pay particular attention to the timely review of invoices. I will notify the contractor that you are the COR for this contract. You should have access to a copy of the contract and all modifications and be familiar with such things as contract type, cost limitations, deliverables, and any special contract requirements.

3. You are reminded that you may not issue delivery/task orders or act in any manner that may be construed by the contractor to change the labor mix or make any other changes that will affect the contract price, quality, quantity, delivery, or any other term or condition of the contract and/or order. If the contractor suggests or indicates this intent, you must promptly advise the contractor to the contrary and notify me immediately. I want to caution you that, per reference (a), you may be personally liable for unauthorized acts.

4. You must notify me when you will be unavailable to perform your COR duties. The COR duties and responsibilities associated with this appointment cannot be delegated by you to any other person.

5. COR duties assigned to you are reflected in enclosure (1). You should also be familiar with reference (d) as it provides information regarding the COR's responsibilities associated with quality surveillance.

6. I will be reviewing your performance as COR. This includes your knowledge of the contract; your tracking system for contract/order costs, funds, and hours expended; and files for documentation such as memos, correspondence, data deliverables, DD Form 250, Material Inspection and Receiving Reports, and invoice certification.

7. You are entitled to and required to attend refresher training per reference (c). Because of rapid developments arising out of acquisition reform and their impact on your responsibilities, I may require you to attend refresher training at any time during your appointment.

8. By your signature below, you confirm you are technically qualified and understand the appointed duties and limitations, certify the training certification information below is correct to the best of your knowledge, and accept this appointment.

Subj: TASK ORDER CONTRACTING OFFICER'S REPRESENTATIVE APPOINTMENT

To be completed by Appointee:

a) I completed Initial COR training taught by (b) 6
on 12/6/10 - 12/10/10 (date) (Organization)

OR

I am Level I/II/III [circle one] DAWIA certified in the contracting career field.

b) I completed COR refresher training taught by _____
on _____ (date) (Organization)

(b) 6 _____ 400000 7/25/11
Appointee Signature Code Date

PCO's Signature:

(b) 6 _____ 2.S.1.6 7/25/11
Procuring Contracting Office Code Date



DEPARTMENT OF THE NAVY
NAVAL AIR SYSTEMS COMMAND
NAVAL AIR SYSTEMS COMMAND HEADQUARTERS
21963 BUNNY HOAD UNIT 7
PATUXENT RIVER, MD 20670-1547

IN REPLY REFER TO
4200
Ser 11-141
25 July 2011

MEMORANDUM

From: [(b) (6)] AIR 2.5.1.6 Procuring Contracting Officer
To: [(b) (6)] 400000D

Subj: Alternate Contracting Officer Representative Appointment

Ref: (a) DFARS 201.602-2 Responsibilities
(b) FAR Part 37, Service Contracting
(c) NAVAIRINST 4200.28D, Contracting Officer's Representative
(d) Quality Assurance Surveillance Plan for N00421-11-D-0048

Encl: (1) List of Specific Assigned Duties/ Contracting Officer Representative Nomination Memorandum

1. In accordance with reference (a), you are hereby appointed as the Alternate Contracting Officer Representative (ACOR) for N00421-11-D-0048 with Alutiiq, 3SG, LLC (Alutiiq). The contractor has designated Mr. Greg Hambright to be the company's official responsible for technical performance under the contract. He is located at 3909 Arctic Blvd, suite 400, Anchorage AK 99503-5710 and may be reached at (907) 222-9500 for technical issues and to discuss any matters under your cognizance. The period of performance of this contract and this COR appointment is 29 July 2011 - 28 July 2016. Matters of a contractual nature must be brought to my attention.

2. In accomplishing your duties as ACOR, you are cautioned to ensure the contract does not become a personal services contract as described in reference (b), through your actions or the actions of other government personnel. You must notify me of any noted technical deficiencies or deviations not specifically approved by me. I may seek your technical advice from time to time, especially concerning technical qualifications of contractor key personnel. The contractor will furnish a copy of the invoices for your review and retention and any discrepancies should be brought to my attention promptly. Pay particular attention to the timely review of invoices. I will notify the contractor that you are the ACOR for this contract. You should have access to a copy of the contract and all modifications and be familiar with such things as contract type, cost limitations, deliverables, and any special contract requirements.

3. You are reminded that you may not issue delivery/task orders or act in any manner that may be construed by the contractor to change the labor mix or make any other changes that will affect the contract price, quality, quantity, delivery, or any other term or condition of the contract and/or order. If the contractor suggests or indicates this intent, you must promptly advise the contractor to the contrary and notify me immediately. I want to caution you that, per reference (a), you may be personally liable for unauthorized acts.

4. You must notify me when you will be unavailable to perform your ACOR duties. The ACOR duties and responsibilities associated with this appointment cannot be delegated by you to any other person.

5. ACOR duties assigned to you are reflected in enclosure (1). You should also be familiar with reference (d) as it provides information regarding the ACOR's responsibilities associated with quality surveillance.

6. I will be reviewing your performance as ACCR. This includes your knowledge of the contract, your tracking system for contract/order costs, funds, and hours expended, and files for documentation such as memos, correspondence, data deliverables, DD Form 250, Material Inspection and Receiving Reports, and invoice certification.

7. You are entitled to and required to attend refresher training per reference (c). Because of rapid developments arising out of acquisition reform and their impact on your responsibilities, I may require you to attend refresher training at any time during your appointment.

8. By your signature below, you confirm you are technically qualified and understand the appointed duties and limitations, certify the training certification information below is correct to the best of your knowledge, and accept this appointment.

Subj: ALTERNATE TASK ORDER CONTRACTING OFFICER'S REPRESENTATIVE APPOINTMENT

To be completed by Appointee:

a) I completed Initial COR training taught by (b)6
on 2/29/2010 (date)
(Organization)

OR

I am Level I/II/III (circle one) DAWIA certified in the contracting career field.

b) I completed COR refresher training taught by _____
on _____ (date) (Organization)

(b)6 4000000 7/25/2011
Appointee Signature Code Date

PCO's Signature:

(b)6 2516 7/25/11
Procuring Contracting Officer Code Date

LOCATOR

PLEASE PRINT (All civilian, military and contractor personnel need to complete ALL blocks if applicable.) Incomplete forms cannot be processed. See next page for Form Instructions

EFFECTIVE DATE OF CHANGE: _____

SSN # _____ NAME: _____ (Last) _____ (First) _____ (Initial) _____ (Suffix)

*BRANCH: _____ RANK (MILITARY ONLY): _____ SERIES: _____ PAY PLAN (GS, GM, WG): _____ GRADE: _____

CITIZENSHIP: _____ NICKNAME: _____ COMPETENCY CODE: _____ POSITION TITLE: _____

UIC #: _____ *SITE: _____ *BLDG #: _____ SUITE #: _____ ROOM #: _____ ZONE/UNIT #: _____

PHYSICAL LOCATION: _____

TELEPHONE #: COMMERCIAL: (First#) _____ (Second#) _____ FAX: _____

* see instructions on next page for detailed information

CONTRACTOR PERSONNEL ONLY:

NAME OF COMPANY: _____

CONTRACT #: _____ EXPIRATION DATE: _____ EMP START DATE: _____

CONTRACT #: _____ EXPIRATION DATE: _____ EMP START DATE: _____

PAX CIVIL SERVICE or MILITARY POC: _____ PHONE #: _____ SIGNATURE OF POC: _____

COMMENTS (Reason for request): _____

Return completed form to CST2, Bldg 2185, Ste 1230 Attn: Locator updates or Fax: 342-7023

Some data is updated via downloads from other systems such as MMDb, MDCPDS, etc.

Revised 05/04.

Privacy Act of 1974: This form contains identifiable personal data which is to be safeguarded pursuant to the Privacy Act of 1974. This information is to be released only to authorized personnel having a need to know for official uses. When not in use this form is to be stored in a locked cabinet or secured room.

FORM INSTRUCTIONS

SSN Provide Social Security Number.

NAME Last Name/Last Name/Middle Initial/Suffix: Provide last name, First Name, and Middle Initial. Suffix: JR, SR, III, etc.

BRANCH Select from the following list of values: MIL NAVY SERVICE MEMBER, MILM MARINE SERVICE MEMBER, MILA AIR FORCE SERVICE MEMBER, MILY ARMY SERVICE MEMBER, MILC COAST GUARD SERVICE MEMBER, MILR MILITARY RESERVES, MILF FOREIGN MILITARY OFFICER, CIV CIVILIAN EMPLOYEE, CIVI CIVILIAN INTERN, CIVX CIVILIAN OTHER AGENCIES, CIVF CIVILIAN FOREIGN GOVERNMENT, CON CONTRACTOR EMPLOYEE ON-SITE, CONO CONTRACTOR EMPLOYEE OFF-SITE, CONF CONTRACTOR FOREIGN NATIONAL

RANK (Military Only)/SERIES/GRADE Provide the rank, series type, and alpha-numeric grade designator. Example: LT, 6412, O3

PAY PLAN/SERIES/GRADE (Civil Service) Provide the series, pay plan, and grade. Example: GS-0343-09

CITIZENSHIP Country of Citizenship: Provide the two-letter abbreviation. If Foreign National, please contact your on-site security team or Competency 7.4.1 at 301-342-9660

NICKNAME Provide a name you use other than your first, middle, or last name.

COMPETENCY CODE Competency Code supported: Provide/List the competency code you support. Example: 4.5.1.0.0.0

POSITION TITLE Example: Management Analyst

UIC Provide the 5-digit numeric identification code of the Competency/Command you are supporting. Example: 00421.

SITE Site Code: Select from the following sites, where you will be performing work: A=NAWCAD/NAS Patuxent River, T=NAWCAD Webster Field, V=NAVAIR HQ Patuxent River/Webster Field, W=NAVAIR HQ Crystal City, B=NAWCAD Lakehurst, G=TSD Orlando, M=Pensacola, D=China Lake, E=Point Mugu, H=Jacksonville, J=Cherry Point, K=North Island, L=NAMRA Naples, S=NAPRA Japan, N=NATEC

BUILDING/SUITE/ROOM NUMBER Provide a valid ON-SITE building, suite, and room number where you will be working.

(ON-SITE) Building/Suite/Room Number: Provide the complete mailing address. Example 12345 John Doe Lane, City, State and Zip Code

(OFF-SITE) Enter "off-site" in the space provided. Provide the complete mailing address. Example 12345 John Doe Lane, City, State and Zip Code

PHYSICAL LOCATION City/State of exact location of employment.

TELEPHONE/FAX Telephone/Fax Number: Provide main phone and Fax number.

Contractor Data: TO BE COMPLETED BY PAX CIVIL SERVICE OR MILITARY POC Name of Company: Provide the official company name. Contract Number(s): Provide the 13-character contract number(s) that the contractor will be working under. (Example: N0042196D0006)

Expiration Date: Provide the expiration date of the contract or delivery order. dd-mm-YYYY

Employee Start Date: Provide the date the employee will begin work.

PAX Civil Service or Military POC/Phone Number/Signature: Provide name, phone number, and signature of PAX point of contact.

COMMENTS: Provide the reason for request. Example: WPS access