ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0001	2008 Aug 01	1300109290	

6. ISSUED BY CODE N68936

CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY

NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120

NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $2,741,065.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO.

29. DO VOUCHER NO.

30. INITIALS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		2,500	Hours	$410,650.00

F/A-18 Software engineering and project
planning support/legacy network support/technical analysis support
in accordance with Section C Performance Work Statement (PWS)
This task order is severable
CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$410,650.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		
	For Navy Accounting purposes only Fund Type DPA Cost Center PURCHASE REQUEST NUMBER: 1300109290	
	ACRN AA CIN: 130010929000001	$136,440.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102		
	For Navy Accountingn purposes only Fund Type APN PURCHASE REQUEST NUMBER: 1300109290	
	ACRN AB CIN: 130010929000002	$82,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103		
	For Navy Accounting purposes only	
	Fund type APN	
	PURCHASE REQUEST NUMBER: 1300109290	
	ACRN AC CIN: 130010929000003	$44,753.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		12,000	Hours	$1,149,206.00
	F/A-18 Software engineering and project			
	planning support/legacy network support/technical analysis support			
	in accordance with Section C Performance Work Statement (PWS)			
	This task order is severable			
	CPAF			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$1,149,206.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		12,000	Hours	$1,181,209.00
	F/A-18 Software engineering and project			
	planning support/legacy network support/technical analysis support			
	in accordance with Section C Performance Work Statement (PWS)			
	This task order is severable			
	CPAF			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$1,181,209.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
For
F/A-18 Software Engineering and Project Planning Support,
Legacy Network Support, and Technical Analysis Support
Contract Number N68936-08-D-0016, T.O. 0001
1 August 2008

Applicable Contract Statement of Work Number: 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.9 & 3.10

1 **Scope**. The scope of this Task Order includes: information technology and information systems maintenance and development for the F/A-18 Advanced Weapons Laboratory (AWL); maintenance, development and support of legacy network systems for the F/A-18 AWL and Software Engineering Facility (SEF) computing and information systems; and maintenance and development of the Bombing Error Assessment Program (BEAP)/Sensor Error Assessment Program (SEAP), Weapons Delivery Assessment (WDA) and Target Location Error (TLE) databases.

2 **Applicable Documents.** The Government will provide the latest version of the following documents that reside on the ITIS/Server as required.

2.1 Government Documents, Drawings, and Publications.

a. IT/IS Team Policy, Process, and Procedures

b. Minutes from project CCB

c. Project Schedule

d. Extreme Programming Explained, Ken Beck, Addison-Wesley

e. Developing User Interfaces, Ensuring Usability Through Product & Process, Hix and Hartson, Copyright 1993, Wiley

f. Object-Oriented Modeling and Design, Rumbaugh et al, Copyright 1991, Prentice Hall

g. IT/IS Project Plans

h. Web Testing Handbook, Steven Splaine & Stefan P. Jaskiel, STQE Publishing

i. Database Administration Plan and Procedures

j. ICS Interface Guidelines 1304-00-U

k. Ethernet Systems Guidelines 1529-00-U

l. F/A-18 AWL Management and Systems Engineering Process Manual (Resides on the Hornet File Server)

m. IT/IS Team Security Processes

n. Naval Air Systems Command, Navy Marine Corps Intranet Business Rules, March 2004

o. DODD 8500.1 Information Assurance (IA)

p. DODI 8500.2 IA Implementation

q. DODI 5200.40 DOD Information Technology Security Certification and Accreditation Process (DITSCAP)

r. CJCSM 6510.01 Defense-In-Depth: IA and Computer Network Defense

s. CJCSI 6510.01C Information Assurance and Computer Network Defense

t. SECNAVINST 5239.3 DON Information System Security (INFOSEC) Program

u. OPNAVINST 5239.1B Navy IA Program

v. Navy IA Publication P-5239-07 ISSO Guidebook of Feb 1996

w. NAVAIRINST 5239.2 NAVAIR INFOSEC Program

x. NAWCADINST 5239.1 NAVAIRWARCENACDIV INFOSEC Program

3 Performance Requirements.

3.1 General Requirements. The Government may require travel, training and overtime in support of the requirements on this task order. The Government may require the Contractor to operate Government-owned vehicles (USN), on- and off-Center, while performing tasks under this Performance Work Statement, when available. While the Contractor is required to follow established processes referenced in Section 2.1 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government. The Contractor shall:

a. Attend weekly team status and technical interchange meetings with the Technical Assistant (TA) and other Government team members to discuss schedules, priorities and status action items.

b. Offer cost-effective, alternative solutions. Continuous process improvement is expected.

c. Provide cost/hours reports at the Project level. The report should include costs for labor, travel, training, ODC, material, and indirect costs incurred for each project.

3.2 Information Technology and Information Systems Maintenance and Development. The IT/IS task team is composed of government and contractor members working on the same projects using the same processes. The Contractor shall:

a. Perform assigned tasking as a member of this integrated Government/Contractor Team, using established Government work processes.

b. Analyze requirements.

c. Design software and hardware solutions based upon requirements analysis.

d. Build the applications per the design, test the applications, and administer the applications after installation is complete.

e. Follow the IT/IS Project Management Process as cited in the document referenced in paragraph 2.1(a); prepare project schedules **within one week** after the project start date defined in the document referenced in paragraph 2.1(b); and update the project schedules **monthly upon** status given during weekly status meetings or milestone review events.

f. Provide project management and oversight for new and existing projects; perform tasks related to these Information System Projects in accordance with the requirements set forth in the documents referenced in paragraphs 3.2.1 – 3.2.6. Use the following tools to develop these projects: Relational Database Management Systems (RDBMS) and Web browser user interfaces. The projects that may include development and/or updating include, but are not limited to:

(1) IPT Web Portal/SEPG
(2) WebOPS Detailed Test Point (DTP) Database
(3) OPS Project Status (OPS) Database
(4) OPS Desktop Tool Suite (ODTS)
(5) Web Enable OPS (WebOPS)
(6) OPS SQL
(7) Web Enabled Scheduling Tool (WEST)
(8) Electronic Library Information System (ELIS)
(9) EA-18G Classified WebOPS
(10) Aircraft Configuration Database (ACC)

3.2.1 Software Development. The Contractor shall:

a. Follow the IT/IS Development Process as cited in paragraph 2.1(a) for all efforts required in paragraph 3.2.1. **It is projected that 20 Software Development Notebooks (SDNs) or Software Development Reference Manuals (SDRMs) will be required per year. It is projected that 3 application source code packages will be required per year. The requirements of this paragraph may require Contractor training in the latest techniques of IT/IS technologies.**

b. Perform analysis, design, code/debug, and developer test on System Trouble Reports (STRs) per the schedule in the document referenced in paragraph 2.1(c) and utilizing methods described in the textbooks referenced in paragraph 2.1(d) – 2.1(f). Technical requirements documents/products are identified in the document referenced in paragraph 2.1(c). The results of each of the development steps shall be placed into the SDN (**CDRL B001**) or a SDRM (placed on the IT/IS Server) as specified by the documents referenced in paragraph 2.1(g). The content and format of the SDN/SDRM is defined in the document referenced in paragraph 2.1(a). Upon installation of a new release, per the schedule in the document referenced in paragraph 2.1(c), the Contractor shall deliver the application source code by placing it on the IT/IS Server.

c. Perform initial complexity and impact (C/I) assessments of STRs that are assigned via action items at the weekly technical interchange meetings and enter C/I assessments as design agent data into the Automated Information System OFP Project Status (AISOPS).

d. Review, per schedule in the document referenced in paragraph 2.1(c), SDNs or SDRMs for technical accuracy and completeness as compared to its related STR; electronically enter the review comments into the SDN/SDRM review comment file located on the project specific file server; attend the SDN/SDRM review meeting; and verbally present the comments resulting from the review.

3.2.2 Independent Test. The Contractor shall:

a. Follow the IT/IS Test Process as cited in paragraph 2.1(a) and (h). **It is anticipated that testing will be required for 20 Test Development Notebooks (TDNs) and 3 Final Test Reports per fiscal year. The requirements of this paragraph may require Contractor training in the latest techniques of test methodologies.**

b. Analyze each STR's requirements (available in the AISOPS database) and determine test requirements per the project schedule in the document referenced in paragraph 2.1(c).

c. Electronically enter the test requirements into the project's test requirement hierarchy in AISOPS.

d. Develop new or modify existing test cases (test conditions and success criteria) that apply to each test requirement per the schedule in the document referenced in 2.1(c).

e. Document all test requirements, test plans, test cases and test procedures in the TDN (**CDRL B002**). The content and format for the TDN is described in the document referenced in paragraph 2.1(a).

f. Review, per schedule in the document referenced in paragraph 2.1(c), TDNs for technical accuracy and completeness as compared to the related STRs; electronically enter review comments into the TDN review comment file located on the project specific file server; attend the TDN review meeting; and verbally present the comments resulting from the review.

g. Deliver, upon completion of testing for the final developmental build, per the schedule in the document referenced in paragraph 2.1(c), the Final Test Report by placing it on the IT/IS Server.

3.2.3 Documentation. The Contractor shall:

a. Update or create new Documentation Development Notebooks (DDNs) sets (**CDRL B003**) for each IT/IS Project in development. The project plan in the document referenced in paragraph 2.1(g) will specify the exact document set that applies to the project and whether the task is an update or a new development task. The content of the DDN is defined in the document referenced in paragraph 2.1(a). Delivery shall be accomplished according to the milestones defined in the document referenced in paragraph 2.1(c). **It is projected that 20 DDN updates and 2 new DDN developments will be required per year.** A typical DDN set may include the following:

(1) Functional Requirements List
(2) Database Specification
(3) User Interface Design Document
(4) Application Software Design Document
(5) User Manual
(6) Database Administration Plan and Procedures

b. Review, per schedule in the document referenced in paragraph 2.1(c), the developer's document change sections in the SDN/SDRM for accuracy and completeness; electronically enter review comments into the SDN/SDRM review comment file located on the project specific file server; attend the SDN/SDRM review meeting; and verbally present the comments resulting from the review.

c. Update the DDNs for each release of an application per the schedule in the document referenced in paragraph 2.1(c) and per the process cited in the document referenced in paragraph 2.1(a). The documents shall be updated using the approved redlines from the SDN/SDRM and from approved Documentation System Anomaly Reports (DOC SARS) located in the AISOPS database.

3.2.4 Database Administration. The Contractor shall:

a. Attend periodic Database Administrator (DBA) meetings to discuss responsibilities, action items and status. The time and place of these meetings shall be as mutually agreed between the Contractor and the TA.

b. Perform as the Database Administrator (DBA) of active IT/IS Projects in accordance with responsibilities assigned during periodic DBA meetings and recorded in the meeting minutes, and perform tasking in accordance with the project Database Administration Plan and Procedures (DBAP) in the document referenced in paragraph 2.1(i).

c. Perform data lookup modifications and External Report Writer requests in accordance with the document referenced in paragraphs 2.1(a) and 2.1(i) as requested by Lookup Mod Requests Forms or

Email requests delivered to the DBA electronically. **It is anticipated that there will be 2 lookup modification requests per week and 1 external report requested per month.**

d. Perform monthly database maintenance activities as defined in the DBAP.

3.2.5 User Training. The Contractor shall:

a. Update and submit electronic user Training Materials on the IT/IS server for review and approval by the TA in accordance with the document referenced in paragraph 2.1(a), and prepare training materials in response to Action Items assigned during periodic Database Administrator (DBA) meetings and recorded in the meeting minutes.

b. Provide user training for IT/IS Task Team products using the electronic training materials **3 times per year** in accordance with the schedule assigned during the periodic Database Administrator (DBA) meetings and recorded in the meeting minutes. The Government will notify the Contractor of the time and place of the required training session by electronic message from the Government's TA to the Contractor's TOL. User training may require non-local, domestic travel at remote cites.

3.2.6 Configuration Management. The Contractor shall:

a. Prepare electronic Developmental Change Review Board (DCRBs) packages during development and test cycles totaling ~**10 per year** in accordance with the document referenced in paragraph 2.1(a).

b. Place IT/IS discipline team products in the Code Management System (CMS) resident on VMS/Alpha computer for all IT/IS Task Team projects in accordance with the document referenced in paragraph 2.1(a). Products are software code, test cases and documentation. **Frequency is anticipated to be per each developmental build for software code and test cases, and per release for documentation.**

3.3 Maintenance, Development and Support of Legacy and RDT&E Network Systems. Cautionary Note and Task Limitation – The Government has the Navy/Marine Corps Intranet (NMCI) contract in effect. The Contractor shall limit their efforts performed under this PWS to those networks NOT being delivered by the NMCI contract. The Contractor providing support for this tasking shall have a Top Secret clearance. The Contractor shall:

a. Analyze legacy network systems requirements.

b. Provide design (including drawings) and cost estimating based upon requirements analysis.

c. Install legacy network system equipment per design, test legacy network equipment, and troubleshoot the system after installation is complete.

d. Provide project management and oversight for new and existing projects.

e. Make recommendations to the TA for integration of new technologies, upgrading of existing networking and hardware equipment, expansion of current systems, and development of supporting/auxiliary network systems in accordance with best practices and industry standards.

f. Identify, procure, install, and operate the IT elements required to maintain required system/network performance including repairs and upgrades to systems in order to meet the performance requirements of this task order. Major upgrades and new efforts will require TA/ATA approval and in most cases NAVAIR level IT Approval.

3.3.1 Legacy & RDT&E Network System Repair and Upgrade. The Contractor shall repair, modify, upgrade and maintain (keep updated and operational to the latest requirements) the F/A-18 AWL and SEF legacy network in accordance with the documents referenced in paragraphs 2.1. (j) and 2.1.(k) as requested. Actions will be ordered

via E-Mail from the TA or Meeting Minutes, which will also define the delivery date. The Contactor shall record requests in the Action Request Database (**estimate 35 requests this period of performance**).

3.3.2 Legacy & RDT&E Network Documentation. The Contractor shall maintain legacy network documentation and graphically document current system status (in accordance with documents referenced in paragraphs 2.1.(j) and 2.1.(k)) incorporating all additions and modifications as they are made.

3.3.3 Legacy & RDT&E Network Configuration Management. The Contractor shall provide written (contractor format) legacy network configuration management updates; risk assessment; security test and evaluation inputs to the TA, which includes notifying the TA of all configuration changes; and present to the TA for review and approval all risks and security concerns prior to any change and/or incorporation.

3.3.4 Legacy & RDT&E Network Performance Monitoring. The Contractor shall:

a. Using the System Monitoring Software provided by the TA, daily monitor the operation of the F/A-18 AWL/SEF Legacy network system to detect any performance deficiencies.

b. Identify all problems to the TA in writing, and upon TA approval, troubleshoot and repair the problems **within 4 hours of being notified**. If the problem is determined to be other than a problem with the Legacy network, the Contractor shall notify the TA.

3.3.5 Legacy & RDT&E Network Database Tasking Log. The Contractor shall:

a. Report electronically, all progress concerning tasking performed on a **weekly basis**.

b. Log tasking performed to track internal funding, equipment usage and history of system problems. The log must be kept current on a weekly basis. The TA shall be provided access to the log. At a minimum this log shall contain the following information:

(1) Date and time of call as assigned by the technical coordinator.
(2) Work Order Number
(3) Description of Problem
(4) Date and time job started
(5) Description of work done
(6) Date and time job finished
(7) Total man-hours utilized in performing the work
(8) Material/parts required to accomplish task
(9) Material costs

3.3.6 IT/IS Task Team System Security. The Contractor shall serve as Information Assurance Officer (IAO) and System Administrator (SA) for systems and servers assigned to the IT/IS Task Team. The IAO and SA shall perform system security tasks in accordance with references 2.2.(o) through 2.2(x). The IAO may have to attend system security training, which may require travel, to perform this tasking. The Contractor shall maintain a "log" of all activity performed and shall make that "log" available for Government review upon request. Identification of specific servers included in this responsibility will be provided by the TA during the first work coordination meeting. Specific tasks include:

a. Respond to Information Assurance Vulnerability Alerts (IAVAs), Information Assurance Vulnerability Bulletins (IAVBs) and other vulnerability notifications by obtaining and installing system patches.

b. Develop and maintain system accreditation and certification support documentation packages. An electronic copy of the accreditation and certification packages will be placed on the IT/IS Server.

c. Ensure systems are operated, maintained, and disposed of in accordance with internal security policies and practices outlined in the accreditation and certification support documentation.

d. Prepare and maintain System Security Authorization Agreements (SSAAs) for systems, servers and computers for the RDT&E network that are assigned to the IT/IS Task Team. An electronic copy of the SSAAs will be placed on the IT/IS Server.

3.4 Desktop Computer Support. The Contractor shall serve as the F/A-18 AWL NMCI Alternate Point-of-Contact (POC) and follow POC guidelines defined by the NAVAIR Business Rules, reference 2.1(n). As the F/A-18 POC, coordinate with the NMCI team relative to coordinating NMCI rollout in accordance with reference 2.1(a). These actions will be ordered via Emails from the TA or Meeting Minutes, which will also define the delivery date. **Contractor may have to travel to support task (i)**. Specific tasks include:

a. Ensure F/A-18 personnel computer requirements, adjustments, deletions and re-assignments are current using Electronic Data Systems (EDS)I web-based Service Request eForms.

b. Submit data/forms to Government Account Customer Technical Representative (ACTR) office.

c. Coordinate NMCI Classified system and building requirements within F/A-18 IPT.

d. Maintain detail records of equipment returned to EDS.

e. Coordinate delivery, pickup and moves of NMCI computers and printer equipment.

f. Attend NMCI weekly meetings and keep the F/A-18 IT/IS Computer Resource Group (CRG) lead informed of NMCI status.

g. Downloading NMCI Cost Data Report from NMCI's database and coordinate with the F/A-18 Business Financial Managers (BFMs) to ensure NMCI billings are correctly charged.

h. Coordinate and escort F/A-18 AWL NMCI walkthroughs and wiring.

i. Attend Quarterly NMCI meetings usually held in San Diego or Washington, D.C. but that may take place in other locales.

3.5 Maintenance and Development for the Bombing Error Assessment Program (BEAP), Sensor Error Assessment Program (SEAP), Weapons Delivery Assessment (WDA), and Target Location Error (TLE) databases.

3.5.1 BEAP/SEAP and WDA/TLE Maintenance and development. **The Contractor may have to travel to support task (b)**. The Contractor shall:

a. Maintain and upgrade BEAP/SEAP and WDA/TLE application per approved SARs located in AISOPS in accordance with the Contractor's software development processes and procedures. It is projected that **12 SARs will be approved for implementation this year.** SARs will be prioritized by the F/A-18 Weapons Systems Integration (WSI)/Electro-Optical Infrared (EOIR) Task Team Lead or designated individual at the Developmental Change Review Board (DCRB).

b. Attend quarterly DCRB and technical interchange meetings at China Lake. Time and place of meetings will be mutually agreed between Contractor and the TA.

c. Conduct preliminary analysis of each SAR located in AISOPS to assess the nature of the anomaly and estimate the level of effort required to resolve/close the SAR. The SAR shall clearly identify and describe the anomaly/problem; suggested resolution; estimate of effort required to resolve/close and all action/activity undertaken to resolve/close the SAR; and present the results of the preliminary analysis to the DCRB.

d. Deliver and install the application source code on the BEAP/SEAP and WDA/TLE workstations. **(CDRL B004)**

3.5.2 Provide flight data analysis support for the F/A-18 WSI / EOIR Task Teams. The Contractor shall provide processing and analysis support for an estimated 50 flight-tests of F/A-18 Air-to-Ground freefall and TLE data collection flights. As part of this effort, the Contractor shall document processing and analysis supported as part of the monthly report. **(CDRL B005)**

3.5.3 User Training. The Contractor shall provide **20 hours of training** with respect to BEAP/SEAP software capabilities to WSI and EOIR team members.

3.6 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on-Center, when available, while performing tasks (i.e. transporting equipment and documentation to/fro the Airfield, Michelson Lab and the F/A-18 hanger areas. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7)

c. Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.7 Shared Security Responsibilities. The contractor shall comply with the IT/IS Team Security Processes defined in Reference 2.2(m).

3.8 Subtask Reporting. The contractor shall provide decomposition level (subtask) reporting as follows:

Management and Reporting
IT/IS Development
Detailed Test Point DB (DTP)
EA-18G OPS
Network Maintenance
Aircraft Configuration DB (ACC)
Computer Resource (CRG)
OPS SQL
BEAP, SEAP, WDA and TLE
NMCI

3.9. Non-Disclosure. The contractors supporting and billing to this T.O. shall sign a non-disclosure agreement. A copy shall be provided for the contract T.O. file.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000006951
AMOUNT: $136,440.00
CIN 130010929000001: $136,440.00

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000006951
AMOUNT: $82,000.00
CIN 130010929000002: $82,000.00

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000006951
AMOUNT: $44,753.00
CIN 130010929000003: $44,753.00

TOTAL: $263,193.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Top Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR WD China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 440 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENT
Attachment (1) QASP
Attachment (2) CDRLs
Attachment (3) DD254 (Provided separately)

Attachment (1)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0001

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

AWARD FEE FACTORS

PERFORMANCE 50% (weight) Performance, Schedule and Cost must add to 100%

PERFORMANCE FOR THIS TASK ORDER MEANS:

1. Innovation demonstrated in technical design or performance will increase score.
2. Failure to comply with all PWS requirements will lower score.
3. Technical accuracy and completeness of technical documentation and test data will be considered.
4. Superior technical knowledge related to task assignments will increase score.
5. Degree of participation, productive contribution, and positive interaction during technical meetings will be considered.
6. Delivered products (documents or software) that do not meet requirements (potentially requiring rework) will lower score.
7. Delivered software receives no priority 1 SARs. Priority 1 has been defined as (1) data corruption, or (2) Mission critical problem without a work around.
8. Understanding/application of processes for documentation maintenance, software development, configuration management and test engineering.
9. Demonstrated competency and sophistication of programming techniques will be considered.
10. Innovative thinking resulting in more optimized processes, while retaining product quality will increase score.
11. Contractor failure to proactively communicate to the Government's Technical Assistant any technical problems or "issues" will lower score.
12. The Legacy Network performance meets the goals and requirements set forth in the PWS.
13. Maintenance of equipment/material is of high quality that will provide maximum length of service without additional breakdown or re-work.
14. Rapid response and appropriate resolution of DBA and NMCI issues will increase scores.
15. Database systems are fully operational during regular work hours except during scheduled maintenance periods.
16. Understanding and accurate interpretation of end-use problems, combined with rapid and appropriate repairs to the Legacy Network will increase scores.
17. Data reduction and analysis performance meets the goals and requirements set fort in the PWS.

SCHEDULE 40% (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:

1. Products and/or services delivered on or ahead of agreed to schedules or requirements will increase the score.
2. Delivery of products IAW an excessively aggressive schedule (if required by the Government) will increase score.

   Contractor failure to proactively communicate to the Government's Technical Assistance any changes to delivery schedules will lower the score.
4. Realistic schedule estimates and the ability to meet or beat schedules, or maintain schedule while enhancing functionality will increase the score.
5. Repairs are completed with minimal down time to Legacy Network.
6. Responses to Legacy Network trouble calls must be within time constraints set forth in the PWS.
7. Process all non-urgent (routine) flight data reduction requests within 3 days; urgent requests within 1 day.

COST 10% (weight)	
COST FACTORS: 1. Contractor's costs are within 10% of expectations (accounting for effects caused by the Government). 2. Contractor Management demonstrated exceptional skill in reallocating resources (usually personnel) in response to changing conditions (usually schedule or priorities) caused by the Government. 3. The Government realized cost saving as a result of the Contractor's innovativeness or superior management initiative. 4. Effective cost control, actuals close to estimates for individual elements.	
EVALUATOR (b)6	DATE 12 Jun 08

T.O. 0001 QASP continuation page

Satisfaction Level (%)	Fefinition	FFaFF Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95

130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

Attachment (2) CDRLs

CONTRACT DATA REQUIREMENTS LIST *(1 Data Item)*	Form Approved OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY:
	B	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Software Engineering & Project Planning Support	**N68936-08-D-0016 TO 0001**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B001	**TECHNICAL REPORT – STUDY/SERVICES**	**SDNs**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508A	**SOW Par 3.2.1.b**	**NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
N/A		**N/A**	**N/A**

Block 16

Block 4: Documents shall be prepared in format defined in SOW.

Block 9: Distribution Statement shall be provided by Government prior to first delivery.

Block 12: Documents shall be delivered 30 DA completion of each development step.

Block 14: Documents shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100		**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY:
	B	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Software Engineering & Project Planning Support	**N68936-08-D-0016 TO 0001**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B002	**TECHNICAL REPORT – STUDY/SERVICES**	**TDN**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508A	**SOW Par 3.2.2.e**	**NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**N/A**

Block 16

Block 4: Documents shall be prepared in format defined in SOW.

Block 9: Distribution Statement shall be provided by Government prior to first delivery.

Block 12: Documents shall be delivered 30 DP to testing.

Block 14: Documents shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100		**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY:
	B	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Software Engineering & Project Planning Support	**N68936-08-D-0016 TO 0001**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B003	**TECHNICAL REPORT – STUDY/SERVICES**	**DDNs**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508A	**SOW Par 3.2.3.a**	**NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**N/A**

Block 16

Block 4: Documents shall be prepared in format defined in SOW.

Block 9: Distribution Statement shall be provided by Government prior to first delivery.

Block 12: Documents shall be delivered IAW Program Milestones.

Block 14: Documents shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100		**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY:
	B	TDP TM OTHER: MCCR

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Software Engineering & Project Planning Support	N68936-08-D-0016 TO 0001	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B004	COMPUTER SOFTWARE PRODUCT END ITEMS	BEAP/SEAP & WDA/TLE Application Source Code

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MCCR-80700	SOW Par 3.5.1.d	NAVAIRWD CODE 411100D

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	SEE BLK 16	ASREQ	SEE BLK 16
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		N/A	N/A

Block 16

Block 4: Code shall be prepared in format defined in SOW.

Block 9: Distribution Statement shall be provided by Government prior to first delivery.

Block 12: Code shall be delivered concurrent with installation of software.

Block 14: Code shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 414100D	0	1	0
Code 210000D		LTR	ONLY
15. TOTAL	0	1	0

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100		DRRB Chairperson	

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY:
	B	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Software Engineering & Project Planning Support	**N68936-08-D-0016 TO 0001**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B005	**TECHNICAL REPORT – STUDY/SERVICES**	**Processing/Analysis Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508A	**SOW Par 3.5.2**	**NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**45DAC**

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
N/A	**EOM**	**EOM+10**

Block 16

Block 4: Documents shall be prepared in format defined in SOW.

Block 9: Distribution Statement shall be provided by Government prior to first delivery.

Block 14: Documents shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION	b. COPIES		
a. ADDRESSEE	Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100		**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0002	2010 Jun 01	1300159262	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254300D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $188,159.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL
31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.
32. PAID BY

30. INITIALS
33. AMOUNT VERIFIED CORRECT FOR
34. CHECK NUMBER
35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED *(YYYYMMMDD)*	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		2,490	Hours		$188,159.00

RDTE RSST SA Support Services

CPAF

The contractor shall provide Scientific, Technical, Administrative, and Research, Development, Test & Evaluation Services (STARS) in accordance with the Performance Work Statement (PWS) contained in Seciton C herein.

FOB: Destination

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$188,159.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy accounting purposes only	

CIN: 130015926200001 ACRN AA $150,000.00

PURCHASE REQUEST NUMBER: 1300159262

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
INFORMATION TECHNOLOGY
RESEARCH, DEVELOPMENT, TEST AND EVALUATION (RDT&E)
INFRASTRUCTURE DIVISION
RDT&E SUPPORT SERVICES TEAM (RSST),
SYSTEMS ADMINISTRATIONS (SA) SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order (T.O.) 0002
4 May 2010

Applicable Contract SOW paragraphs: 3.1, 3.2, 3.4, & 3.10

1. Scope

This task order includes full spectrum information technology (IT) functions to be performed by the Contractor in support of the Customer and System Administration (SA) of workstation and server systems and equipment that fall under RDT&E governance requirements. This can include systems connected to the RDT&E network and stand-alone networks, both secure and non-secure. These functions include: system problem resolution for RDT&E customers, maintenance of classified and unclassified workstation and server systems and equipment, integration of new technologies through a myriad of IT solutions; and provide subject matter expert opinions toward IT purchases. Support services include: installation, operations, maintenance and repair, subject matter expert on-site technical support for systems and infrastructure support, workstation and server system administration, task- and project-level tracking, analysis, and reporting to include project and customer-unique reporting, configuration management/data management (CM/DM), and host based security configurations such as firewalls. All support services could be on-site and/or off-site.

1.1 Background

The objective of the RDT&E IPT is to provide NAVAIR, and its Government and commercial partners and customer communities of interest, with enterprise solutions and services to meet the information technology/communications needs that currently are not provided by, and currently are outside the framework of the Navy Marine Corps Intranet (NMCI). The geographic scope of this effort includes Naval Air Warfare Center (NAWCWD) China Lake, NAWCWD Point Mugu, Naval Air Station Aircraft Division (NASAD) Patuxent River, and any activity or location which directly supports the program mission of NAWCWD, NASAD, and NAVAIR. The Corporate RDT&E network infrastructure includes the Wide Area Network (WANs), head-end, Base Area Network (BAN), and multiple Local Area Network (LANs) at China Lake, CA, Point Mugu, CA, and multiple satellite network customer activities. For the purposes of this document, "customer" is defined as anyone opening an incident or acquiring RDT&E System Administration support services under this Task Order.

It is the RDT&E Team's intent to develop a single, interoperable RDT&E network environment that seamlessly connects every NAVAIR site through common interfaces to support geographically distributed programs. The Contractor shall provide leading edge networking and application support services to the NAVAIR customer base that facilitate RDT&E environment information sharing between laboratories and test facilities on campus and between laboratories and test facilities and other services, agencies and Contractor facilities world-wide. The Contractor shall provide the engineering interface to major networking groups (DISA, DSAWG, DREN, NRL) to address solutions of a national scope that affect the entire customer base and improve interoperability. The Contractor shall provide a vehicle for RDT&E customers to readily connect to and leverage a wide variety of high performance computational resources in the Department of Defense (DoD) RDT&E community at large. The Contractor shall develop "reach back" capabilities to other networks.

NAVAIR customers in the research, development, test and evaluation communities may apply to the RDT&E IPT for connection to the RDT&E Network to conduct non-NMCI like functions. Customers must demonstrate that they

have an RDT&E function that cannot be accomplished under NMCI due to the use of non-standard hardware or software, non-standard communication protocols or configurations, or specialized security requirements.

2. Applicable Documents

The Government will provide the Contractor with the latest version of the following applicable documents.

2.1. RDT&E IPT Charter
2.2. Fee for Service Model
2.3. DOD 8570.1M Information Assurance Workforce Improvement Program Manual
2.4. Appointment of System Administrator (SA)
2.5. DoD Directive 8500.1-E: Information Assurance (IA)
2.6. RDT&E Operations Plan
2.7. RDT&E Infrastructure Division Standard Operating Procedures
2.8. RDT&E Infrastructure Division Security Accreditation Documents
2.9. Current RDT&E Visio Drawing

3. Performance Requirements

3.1. **General:** Clarification of tasking described herein or fee-for-service tasks performed for RDT&E customers shall be via the established incident number or Business Agreement (BA).

A. Travel, training and overtime may be required during the period of performance.
B. The Contractor shall utilize resources in the most efficient manner and avoid using overtime hours.
C. While the Contractor is required to follow established processes referenced in Section **2** throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1. **Teaming Efforts:** The Contractor shall:

A. Team with Government personnel to develop cross-functional/cross-discipline teams based on Integrated Product Team (IPT) concepts.
B. Participate as a team member and be governed by the guidance provided in the document referenced in section **2.1**.
C. Have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.2. **Funding and Charging:** The Contractor shall:

A. Be knowledgeable of and execute the applicable areas of the fee-for-service model defined in the document referenced in section **2.2**.
B. Keep non-billable downtime to a minimum, as defined in the T.O. Quality Assurance Surveillance Plan (QASP) evaluation criteria.

3.1.3. **Weekly Meetings:** The Contractor shall:

A. Attend a weekly SA's team meeting facilitated by the Government operations lead. In a collaborative manner, the IPT team shall discuss and explore innovative methods, share ideas and provide improved products/services/customer value, objectives, prioritize tasks and mutually agree to completion schedules.
B. Submit ideas/suggestions through their team leads when unable to attend meetings.

C. Agree the Government operations lead will be the final decision authority for prioritizing tasks in situations where the IPT team cannot come to a consensus.
D. Ensure that tasks are completed on or ahead of mutually agreed upon schedules.
E. Report during the scheduled SA meeting on progress towards prioritized activities
F. Revise/update RDT&E process and documents to reflect changes and revisions resulting from these meetings, only after obtaining TA/ATA approval of the revised documents.
G. Schedule meetings as required to keep the IPT team current, to strategize, and to resolve issues.
H. Record and track any action items they are responsible for along with any issues that a customer is having that could possibly require escalation to account/project managers or more experienced team members for resolution.

3.1.4. **Expertise and Knowledge:** The Contractor shall:

A. Become, and remain, knowledgeable in the RDT&E IPT mission.
B. Remain current in their functional areas of expertise and evolving technologies.
C. May also be required to attend training to achieve and or maintain certification as described in section **2.3** and **2.4**.

3.1.5. **Work Hours:** For purposes of this task order, core work hours are defined as 0600 to 1800, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. The RDT&E IPT may agree to individual Contractor employee work schedules; individual customer work requests or customer agreements may define alternate work schedules.

3.1.6. **Place of Performance:** The main offices for the RDT&E IPT are located in building 02481 China Lake, CA and building 50 Point Mugu, CA. In addition to the main offices IPT members will be required to deploy into the field and customer locations.

3.1.7. **Government-owned vehicles (USN):** The Contractor may be required to use Government owned vehicles (when available) on and off Center, while performing tasks, under this PWS. Potential uses of Government-owned USN vehicles may include the transport of data, equipment, and material to and from various locations. The Contractor shall:

A. Have a valid California driver's license
B. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7)
C. Meet all requirements of FAR 45, and clauses 52.245-5, 52.245-9 and 5252.245-9500 while operating Government vehicles.
D. Use the most cost-effective (economical) means to fuel vehicles (e.g. NAVAIR-WD fuel farm or Contractor's negotiated local gas station).
E. Use valid property passes when transporting Government inventory.

3.2. **RDT&E Systems Administration (SA):** The following section details systems administration requirements in support of this T.O. The Contractor shall:

A. Provide SA functions and verifies that these functions are carried out in accordance with DoD, Department of the Navy (DoN) and NAWCWD directives as outlined in sections **2.4 and 2.5**. Those personnel with root access to any computer system shall be certified within the guidelines of section **2.4**.

B. Review customer Business Agreement (BA) for IA security and IT environment interoperability input. Review and track RDT&E customer security requirements for RDT&E connectivity as described in the documents referenced in sections **2.1** through **2.9**.

C. Seamlessly support RDT&E in order to provide RDT&E customers with an integrated set of products and services to meet their needs.

D. Provide the following general types of products and services, as required or requested, for the testing, upgrade, and operations and maintenance (complete life-cycle) of customer workstation and server systems and equipment that could consist of:

1. Requirements analysis and definition
2. Estimates
3. Engineering design
4. Trade-off studies
5. Training
6. Testing
7. Quality assurance
8. Documentation
9. Maintenance
10. Trouble shooting
11. Communication Systems Operations
12. Classified (SIPRNet)
13. Unclassified

3.2.1. **Response Times and Operational Requirements:** The Contractor shall

A. Perform upgrades, repairs, operations and maintenance of the RDT&E customer workstation and server systems and equipment.
B. Ensure that all specific and unique workstation and server system uptimes, defined in customer requests, are met or exceeded.
C. Respond within one (1) hour to all workstation and server systems and equipment trouble calls between the hours of 0600 and 1800 hours.
D. Respond within two (2) hours to all workstation and server systems and equipment trouble calls between the hours of 1801 and 0559 hours.
E. Ensure that all workstation and server systems and equipment planned maintenance and/or downtimes occur during the scheduled maintenance window time that has been negotiated with each RDT&E customer.

3.2.2. **New Technology and Forward Thinking:** The Contractor shall:

A. Provide recommendation/identify solutions for current and new RDT&E customers for the upgrading and modernizing of existing workstation and server systems and equipment.
B. When providing information regarding a recommendation the Contractor shall provide applicable information so as to make an informed decision. The following are examples of suggested information to be provided.

1. Requirements gathering, analysis, synthesis, evaluation, and management.
2. Market research and analysis.
3. Economic analysis cost modeling, econometric and trade-off analyses.
4. Development and assessment of solutions and alternatives.
5. Capability and performance assessments and analysis.
6. Interface and integration analysis and modeling.
7. Testing and validation/verification of prototypes and products.
8. Risk analysis and mitigation strategies/plans.
9. Cost estimating and total ownership cost studies.
10. Schedule development and analysis.
11. Metrics and performance.
12. Logistics and support analysis and planning.

13. Operations and maintenance planning.
14. Project and engineering studies and planning.
15. Capability and standards evaluation and assessments.
16. Training and instructional material studies and planning.
17. Quality assurance and evaluation.
18. CM/DM planning; and recommendations.

3.2.3. **Configuration Management (CM):** All CM work shall conform to the applicable documents set forth. The Contractor shall:

A. Document networks/systems including those that are added, physically changed or altered.
B. At a minimum, keep the existing RDT&E Master CM Inventory and RDT&E VISIO documentation current and include site, building, floor, room and room location of the equipment (active and spares); and disposition of failed equipment to include, site, building, floor, room and room location of the equipment.
C. Records shall be kept of all excessed equipment.

3.2.4. **Device Management Database (DMD):** The Contractor shall obtain and populate data into DMD and maintain near real time accurate data (e.g. current migration status, IP addresses, etc). The Contractor shall follow clearly outlined procedures to ensure migration responsibilities are handled in a timely manner as tracked by DMD and notifications generated by the DMD system.

3.2.5. **Task Order Data Documents:** The Contractor shall:

A. Provide all documentation and lists in accordance with the guidance in the referenced documents in sections **2.1** through **2.9** and make them available on the Government's server or a server approved by the RDT&E IPT.
B. Record the appropriate billing hours in any and all current work flow tracking system(s) implemented by RDT&E to measure performance, schedule, and cost.

3.2.6. **Upkeep of Work Environment:** The RDT&E facilities at China Lake, CA and at Point Mugu, CA at times will be toured by distinguished personnel interested in RDT&E operations. These tours will be conducted periodically and at times with little notice. Accordingly, Contractor personnel that are based in the RDT&E facilities at China Lake and Point Mugu shall:

A. Maintain organized desktop areas and a professional personal appearance and behavior at all times.
B. Maintain the common areas in the RDT&E facilities in an organized manner. These facilities shall be kept clean, organized, and ready for touring/inspection at any given time. Areas for equipment buildup/breakdown/maintenance/testing shall be kept as organized as possible and similarly organized, but if impractical, at minimum, these areas shall be separated from general view with some type of partitioning.

3.3. **Subtask Reporting and Invoicing:** The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported at the subtask level in accordance with subtasks listed in Section B of this T.O..

3.4. **Process for Projects over the $550,000 Threshold:** This T.O. is limited to individual projects under $550,000 within the scope described herein. Studies, analyses, and/or any customer requests which identify projects valued at or above $550,000 shall be submitted to the Contracting Officer for review of scope and to provide the basis for a separate T.O..

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT BY
0001	Government	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-JUN-2010 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000455350
AMOUNT: $150,000.00
CIN 130015926200001: $150,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

FUNDING
In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   C-CLPL
   F-Flight Line
   S-Randsburg Wash

3. Location of Performance: NAVAIR China Lake, CA and Pt Mugu, Ca

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the STARS contractor website, meeting the requirement of contract clause 5252.201-9501

5. Period of Performance: 01 June 2010 through 30 Sep 2010

6. Overtime:

   a. No more than 75 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

Attachment (1) QASP

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data	
	Task Order No. 0002
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED TWICE PER YEAR	
AWARD FEE FACTORS	
PERFORMANCE 70% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached pages	
SCHEDULE 20% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached pages	
COST 10% **(weight)**	
COST FACTORS: See attached pages	
EVALUATOR (b)6	DATE 4 May 2010

Performance Objective Performance	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Assure that each customer is satisfied with quality of service under each trouble call, work request, agreement; assure there is no violation of customers' expectations. Ensure that issues that exhaust the experience of system administrator are escalated to management for advice and or resolution.	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor metrics
Operate and maintain the infrastructure/systems to meet all IA controls as mandated by the DOD and DON.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics • Maintain or improve accreditation status of assigned customer lab(s). • Maintain key workstation and server systems at 90% up time.
Ensure infrastructure and systems/tools documentation through any of the currently implemented RSST methods including but not limited to cSupport, DMD, and CM is accurate and current.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Provide effective, efficient, leadership/vision/resource management/teaming to deliver high quality products/services/customer value	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

1) Customer satisfaction surveys (PWS section 3.1)
Satisfaction Surveys at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction Surveys at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction Surveys at 98.5% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction Surveys at 98% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction Surveys at 97.5% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction Surveys at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction Surveys at 96.5% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction Surveys at or below 96% = unsatisfactory effort = Award Fee of 0

2) Infrastructure/systems availability (PWS section 3.1,3.2)
Availability at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Availability at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Availability at 98.5% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Availability at 98% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Availability at 97.5% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Availability at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Availability at 96.5% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Availability at or below 96% = unsatisfactory effort = Award Fee of 0

3) Systems/tools documentation (PWS sections 3.1, 3.2)
Complete/accurate at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Complete/accurate at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Complete/accurate at 98.5% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Complete/accurate at 98% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Complete/accurate at 97.5% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Complete/accurate at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Complete/accurate at 96.5% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Complete/accurate at or below 96% = unsatisfactory effort = Award Fee of 0

4) Leadership/vision/resource management/teaming (PWS sections 3.1)
Successful IPT at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Successful IPT at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Successful IPT at 98.5% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Successful IPT at 98% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Successful IPT at 97.5% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Successful IPT at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Successful IPT at 96.5% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Successful IPT at or below 69% = unsatisfactory effort = Award Fee of 0

Performance Objective Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
Ensure response times during government core work hours are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Ensure response times outside government core work hours are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Ensure that technical certification and training requirements set by DOD 8570 or any job role/function are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics • Review contractor performance and technical proficiency.

1) Tasks initiated through the CSD and Business Agreement s (PWS section 3.1, 3.2)
Schedules met or exceeded for 100% of tasks = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Schedules met for 99% of tasks = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Schedules met for 98% of tasks = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Schedules met for 97% of tasks = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Schedules met for 96% of tasks = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Schedules met for 95% of tasks = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Schedules met for 94% of tasks = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Schedules met for less than 94% of tasks = 96% unsatisfactory effort = Award Fee of 0

2) Response Times 0600-1800 hrs (PWS sections 3.1, 3.2)
Response Time under 1 hour = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Response Time at 1 hour= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Response Time at 1.5 hours = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Response Time at 2 hours = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Response Time at 2.5 hours = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Response Time at 3 hours = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Response Time at 3.5 hours = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Response Time greater than 4 hours = 96% unsatisfactory effort = Award Fee of 0

3) Response Times 1801-0559 hrs (PWS sections 3.1, 3.2)
Response Time under 2 hours = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Response Time at 2 hours= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Response Time at 2.5 hours = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Response Time at 3 hours = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Response Time at 3.5 hours = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Response Time at 4 hours = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Response Time at 4.5 hours = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Response Time greater than 5 hours = 96% unsatisfactory effort = Award Fee of 0

4) Technical certification and training (PWS 3.1, 3.2)
Schedules met or exceeded for 100% of tasks = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Schedules met for 99% of tasks = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Schedules met for 98% of tasks = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Schedules met for 97% of tasks = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Schedules met for 96% of tasks = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Schedules met for 95% of tasks = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Schedules met for 94% of tasks = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Schedules met for less than 94% of tasks = 96% unsatisfactory effort = Award Fee of 0

Performance Objective Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure effective cost control.	See attachment.	• Review/validate contractor reports
Ensure accurate cost data collection and reporting.	See attachment.	• Review/validate contractor reports
Ensure that non-billable time is kept to less then 20% of total hours worked.	See attachment.	• Review/validate contractor reports

1) Actual costs for each task agreement (PWS sections 3.1, 3.2)

Actual costs less than negotiated = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Actual costs not to exceed negotiated amount = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Actual costs within 1-2% over negotiated amount = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Actual costs within 3% over negotiated amount = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Actual costs within 4% over negotiated amount = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Actual costs within 5% over negotiated amount = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Actual costs within 6% over negotiated amount = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Actual costs greater than 6% over negotiated amount = unsatisfactory effort = Award Fee of 0

2) Collection and reporting of cost data (PWS sections 3.3)

Zero to 1% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
2% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
3% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
4% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
5% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
6% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
7% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 7% error rate = unsatisfactory effort = Award Fee of 0

3) Billable/non-billable time (PWS section 3.1)
Billable time is 90% or more = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Billable time is 80-89% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Billable time is 79% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Billable time is 78% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Billable time is 77% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Billable time is 76% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Billable time is 75% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Billable time is 74% or less = unsatisfactory effort = Award Fee of 0%

Attachment (2) DD254 (provided seperately)

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0003	2008 Aug 01	1300109343	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER
DELIVERY/ CALL [X] This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE [ ] Reference your quote dated
Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $402,160.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL
31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.
32. PAID BY

30. INITIALS
33. AMOUNT VERIFIED CORRECT FOR
34. CHECK NUMBER
35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		700	Hours	$33,944.00

F/A-18 Mission systems Support

In accordance with Section CPerformance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$33,944.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		

For Navy Accounting puproses only

PURCHASE REQUEST NUMBER: 1300109343

ACRN AA $33,944.00
CIN: 130010934300001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		3,870	Hours	$181,132.00

F/A-18 Mission systems Support

In accordance with Section CPerformance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$181,132.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		3,870	Hours		$187,084.00
	F/A-18 Mission systems Support				
	In accordance with Section CPerformance Work Statement (PWS) This task order is severable				
	CPAF				
				ESTIMATED COST	(b)4
				MAX AWARD FEE	(b)4
				TOTAL EST COST + FEE	$187,084.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
F/A-18 Mission Planning Systems Support
Contract N68936-08-D-0016, T.O. 0003
1 August 2008

Applicable Contract SOW Paragraphs: 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, & 3.10

1 BACKGROUND

The F/A-18 aircraft can be loaded before flight with data that includes waypoints, sequential steering files, air-to-air radar presets, Tactical Aircraft Navigation (TACAN) channels and identification files, independent overlays for aircraft software, bulk data files for missile software (such as JSOW, JDAM, SLAM, SLAM-ER, and HARM), initialization files for the Multifunctional Information Distribution System (MIDS), and various tactical reconnaissance systems (Advanced Tactical Airborne Reconnaissance System (ATARS), the Shared Reconnaissance Pod (SHARP), and the Active Electronic Scanned Array (AESA) Radar. This data can currently come from either the Portable Flight Planning Software (PFPS), or Joint Mission Planning System (JMPS). The F/A-18 program office manages the design, development and test of all software written for these platforms that generates data that will be transferred to the aircraft. Data gathered during flights of Electro Optical Infra-Red (EOIR) Systems and Weapons Systems must be processed and prepared for analysis.

1.1 SCOPE

The Contractor shall support all aspects of the F/A-18 Mission Planning program and all F/A-18 Mission Planning product lines. For example, Joint Mission Planning System (JMPS) is the tool used to load data for all classified and unclassified missions, including all weapons systems requiring mission planning, to a Data Transfer Device (DTD). The Portable Flight Planning Software (PFPS) is the tool used to load most unclassified data files to the DTD as well as plan for projected fuel usage during flight. Contractor support shall encompass these Mission Planning products along with other related programs.

2 APPLICABLE DOCUMENTS

a. F/A-18 Test Plans

b. F/A-18 AWL Management and Systems Engineering Process Manual

The Government will provide the Contractor with access to all F/A-18 Mission Planning Systems and related documentation. This documentation will be provided by Naval Air Warfare Center Weapons Division (NAWCWD), Code 41110AD.

3 PERFORMANCE REQUIREMENTS

The primary objective of the tasking described in this PWS is to provide technical support to the F/A-18 Mission Planning Program. Overtime and travel may be required in support of this Task Order. The Contractor shall provide system level background experience with respect to overall operation of the F/A-18, PFPS, JMPS, AESA and EOIR programs. In general the efforts under this task will include but are not limited to F/A-18 Mission Planning Systems system/software development and integration testing, Mission Planning Systems laboratory systems administration. The Contractor shall perform assigned tasking using established processes described in Section 2. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1 System/software development and integration testing

The Contractor shall provide technical support of system/software development and integration testing of all F/A-18 Mission Planning Systems products. This involvement includes planning and allocating the time that will be necessary to test products that are currently in the design phase as well as testing of products in the Verification and Validation phases. For each new piece of functionality the contractor shall develop detailed test procedures to adequately test the added software and to ensure that the changes made to the existing software have not adversely affected the system. The Contractor shall develop test plans (in accordance with the documents referenced above in paragraph 2a and execute lab and flight tests based on these test plans. Additionally, the Contractor shall support the development of system documentation to include the Operational Requirements Document (ORD), System/Subsystem Design Description, Mission Systems Operational Functional Description, System Requirements Specification, System Design Plan, Interface Design Document, Software Design Document, Software Test Plan, Software Test Description and System Trouble Reports. The Contractor shall review these government-provided documents to ensure the documents accurately reflect the intent of the ORD as well as satisfactorily plan and describe testing to be performed or satisfactorily document systems problems. The contractor shall provide written comments as needed to the Technical Assistant detailing any corrections that may be required. **(IAW CDRL B001, B002, B003, B004, B005, B006, B007, and B008)**

3.2 Laboratory System Administration

The Contractor shall maintain the connectivity of the F/A-18 Mission Planning Systems Laboratory facility to support test and evaluation. Responsibilities include: providing hardware, software, and network troubleshooting; configuring the lab to support specific,Unique Planning Component (UPC) and PFPS tests; and provide system administration functions with respect to system back-ups, hardware configurations, user training, and lab documentation. Finally the Contractor shall perform trouble shooting and fault analysis of advanced capabilities associated with the integration of the Mission Planning Systems into other network environments. **(IAW CDRL B002)**

3.3 System Configuration Control

The Contractor shall deploy and manage dispersed Microsoft Windows network (to include installation, configuration and management of operating system, DISA Common Operating Environment, and mission planning applications) and associated hardware (to include PC hardware configuration, Network Attached Storage (NAS) units, and Windows Server systems). The Contractor shall ensure the above systems are of the latest configuration, to ensure that they will adequately support flight test operations for VX-31 against the Software Configuration Sets (SCS). The Contractor shall interface with local network architecture oversight groups to facilitate and obtain approvals for connection to SIPRNET or other classified networks (see STARS contract statement of work paragraph 3.10). The Contractor shall gather and track metrics from these systems to determine status of current software/hardware architecture against mission planning ORD / Key Performance Parameters (KPP) threshold/objectives. The Contractor shall troubleshoot software and hardware systems as necessary when problems are encountered. This troubleshooting will require an in-depth understanding of network architecture and Microsoft Component Object Model (COM) software architectures. . **(IAW CDRL B002)**

3.4 MISSION PLANNING SYSTEMS

The Contractor shall represent the F/A-18 Mission Planning Systems product line at software process reviews to include the System Change Review Boards, System Concept Reviews, System Design Reviews, Preliminary Design Reviews, Critical Design Reviews, Test Readiness Reviews (TRR), Baseline Readiness Reviews, System Qualification Reviews, Functional Requirements Reviews, Statement of Requirements (SOR) Teams and Operational TRR. . **(IAW CDRL B002)**

3.5 AESA PROJECT ANALYSIS AND TEST SUPPORT

The Contractor shall assist in developing project metrics. In addition, the Contractor shall perform AESA software developmental lab testing and analysis. . **(IAW CDRL B002)**

3.5.1 Information Handling Support. The Contractor shall provide information-handling services in support of Section 3.5 tasking. The F/A-18 AWL Management and Systems Engineering Process Manual (resides on the Hornet File Server), document referenced in 2b, shall be used as a guide in performance of these services. The support services include, for example: data processing; data entry data management; and data analysis.

3.5.2 Flight Data Analysis Support. The Contractor shall provide flight data analysis support for the F/A-18 Weapon System Integration (WSI) and the EOIR Task Teams. The Contractor shall provide processing and analysis support for an estimated 30 flight-tests per month of F/A-18 Air-to-Ground freefall and TLE data collection flights. As part of this effort, the Contractor shall document processing and analysis supported as part of the monthly report Data Reduction and Analysis Support task shall include:

a. Execute the appropriate data reduction program(s) to process, during normal working hours, data as requested by the specific weapons system project office.
b. Maintain records by entering and updating data in the database.
c. Maintain desktop procedures applicable to data reduction activities.
d. Process all non-urgent (routine) data reduction within 3 days; urgent requests in 1 day.
e. Verify data quality by reviewing and comparing data upon completion of programs.
f. Maintain and update WSI team delinquent test point metrics, and WSI team SAR metrics for team lead.

3.6 VEHICLES

The Contractor may be required to operate Government-owned vehicles on- and off- Center (when available) while performing tasks, under this PWS. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

c. Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.7 GOVERNMENT FURNISHED PROPERTY

The Government will provide the contractor with Government Furnished Property (GFP) for task order performance. The Government Property Administrator (GPA) will prepare a DD1149 with attached component listing of GFP for Contractor signature acknowledging receipt. The Contractor shall provide the signed DD1149 to the GPA for the task order file.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000007076
AMOUNT: $33,944.00
CIN 130010934300001: $33,944.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   Flight Line

3. Location of Performance: NAVAIR WD China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 25 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) CDRLS
Attachment (3) DD254 (Provided separately)

Attachment (1)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0003

CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 60% **(weight) Performance, Schedule and Cost must add to 100%**

PERFORMANCE FOR THIS TASK ORDER MEANS:
1. Maintain Mission Planning Systems at F/A-18 AWL and VX-31, ensure current developmental or released framework software, F/A-18 and weapons systems unique planning components (UPC) are loaded and operational.
2. Install and maintain Missions Planning Systems network within the AWL and VX-31.
3. Open communication/interaction with government personnel.
4. Performance is to reflect expertise in the labor categories and the standards indicated in the PWS.

See continuation page

SCHEDULE 30% **(weight)**

CRITICAL FACTORS IN THE SCHEDULE ARE:
1. Responsiveness to scheduled requirements – prioritize and time management.
2. Responsiveness to schedule changes – firedrills
3. Process all non-urgent (routine) data reduction within 3 days; urgent requests in 1 day.

See continuation page

COST 10% **(weight)**

COST FACTORS:
1. Effective cost control with value earned.
2. Recommendations for improvements results in cost savings to the Government.

See continuation page

EVALUATOR (b)6	5-29-2008

QASP PERFORMANCE FACTORS:

(1) Full operational Mission Planning Systems configured with latest Framework and UPC software. (2) Operate and maintain a secure network linking F/A-18 AWL Missions Planning Systems.

Performance at 100%+ level = 130% Satisfaction
Performance at 98% level = 120-129% Satisfaction
Performance at 96% level = 110-119% Satisfaction
Performance at 95% level = 100-109% Satisfaction
Performance at 94% level = 90-99% Satisfaction
Performance at 92% level = 80-89% Satisfaction
Performance at 90% level = 70-79% Satisfaction
Performance at or below 89% level = 0-69% Satisfaction

(3) Open communication/interaction with government personnel. (4) Products and performance are to reflect expertise in the labor category and the standards indicated in the PWS.

Communication/Expertise at 100%+ level = 130% Satisfaction
Communication/Expertise at 98% level = 120-129% Satisfaction
Communication/Expertise at 96% level = 110-119% Satisfaction
Communication/Expertise at 95% level = 100-109% Satisfaction
Communication/Expertise at 94% level = 90-99% Satisfaction
Communication/Expertise at 92% level = 80-89% Satisfaction
Communication/Expertise at 90% level = 70-79% Satisfaction
Communication/Expertise at or below 89% level = 0-69% Satisfaction

Method of Performance Assessment: Daily contact and comments provided by AWL Management.

QASP SCHEDULE FACTORS:

(1) Responsiveness to scheduled requirements – prioritize and time management. (2) Responsiveness to schedule changes – firedrills.

Responsiveness at 100%+ level = 130% Satisfaction
Responsiveness at 98% level = 120-129% Satisfaction
Responsiveness at 96% level = 110-119% Satisfaction
Responsiveness at 95% level = 100-109% Satisfaction
Responsiveness at 94% level = 90-99% Satisfaction
Responsiveness at 92% level = 80-89% Satisfaction
Responsiveness at 90% level = 70-79% Satisfaction
Responsiveness at or below 89% level = 0-69% Satisfaction

Method of Performance Assessment: Daily contact and comments provided by AWL Management.

QASP COST FACTORS:

(1) Effective cost control for value earned.

Cost at 5% below budget = 130% Satisfaction
Cost at 3-4% below budget = 120-129% Satisfaction
Cost at 1-2% below budget = 110-119% Satisfaction
Cost On Budget = 100-109% Satisfaction
Cost at 1-2% over budget= 80-99% Satisfaction
Cost at 3-4% over budget = 60-79% Satisfaction
Cost at 5% or more over budget = 0-59% Satisfaction

Method of Performance Assessment: Review/validate contractor reports.

Attachment (2)

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: SESS
D. SYSTEM/ITEM **F/A-18 Mission Planning Systems Support**	E. CONTRACT/PR NO. **STARS II TO 0003**	F. CONTRACTOR **Jacobs N68936-08-D-0016**
1. DATA ITEM NO. **B001**	2. TITLE OF DATA ITEM **TEST PLANS/TEST PROCEDURES**	3. SUBTITLE
4. AUTHORITY *(Data Acquisition Document No.)* **DI-SESS-81704**	5. CONTRACT REFERENCE **SOW Para 3.1**	6. REQUIRING OFFICE **NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement will be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be submitted 30 DP to start of testing.

Block 14: Shall be in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION	b. COPIES		
a. ADDRESSEE	Draft	Final Reg	Final Repro
Code 411100D			
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080317**	Jean Winfrey **DRRB Chairperson**	**080603**

DD Form 1423-1, 1 Jun 9090

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D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 Mission Planning Systems Support	**STARS II TO 0003**	**Jacobs N68936-08-D-0016**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B002	**TECHNICAL REPORT – STUDY/SERVICES**	**Plans, Reports, Analysis, Specifications**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-SESS-81704	**SOW Para 3.1, 3.2, 3.3, 3.4, 3.5**	**NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
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D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 Mission Planning Systems Support	**STARS II TO 0003**	**Jacobs N68936-08-D-0016**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B003	**SYSTEM/SUB-SYSTEM DESIGN DESCRIPTION**	

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-IPSC-81432A	**SOW Para 3.1**	**NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
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D. SYSTEM/ITEM **F/A-18 Mission Planning Systems Support**	E. CONTRACT/PR NO. **STARS II TO 0003**	F. CONTRACTOR **Jacobs N68936-08-D-0016**
1. DATA ITEM NO. **B004**	2. TITLE OF DATA ITEM **INTERFACE DESIGN DESCRIPTION**	3. SUBTITLE
4. AUTHORITY *(Data Acquisition Document No.)* **DI-IPSC-81436A**	5. CONTRACT REFERENCE **SOW Para 3.1**	6. REQUIRING OFFICE **NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
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D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 Mission Planning Systems Support	**STARS II TO 0003**	**Jacobs N68936-08-D-0016**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B005	**SOFTWARE DESIGN DESCRIPTION**	

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-IPSC-81435A	**SOW Para 3.1**	**NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
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CONTRACT DATA REQUIREMENTS LIST
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D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 Mission Planning Systems Support	**STARS II TO 0003**	**Jacobs N68936-08-D-0016**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B006	**SOFTWARE TEST PLAN**	

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-IPSC-81438A	**SOW Para 3.1**	**NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
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Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080317**	Jean Winfrey **DRRB Chairperson**	**080603**

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CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MISC
D. SYSTEM/ITEM **F/A-18 Mission Planning Systems Support**	E. CONTRACT/PR NO. **STARS II TO 0003**	F. CONTRACTOR **Jacobs N68936-08-D-0016**
1. DATA ITEM NO. **B007**	2. TITLE OF DATA ITEM **SOFTWARE TEST DESCRIPTION**	3. SUBTITLE
4. AUTHORITY *(Data Acquisition Document No.)* **DI-IPSC-81439A**	5. CONTRACT REFERENCE **SOW Para 3.1**	6. REQUIRING OFFICE **NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidanced.

Block 9: Distribution Statement will be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be submitted per individual work assignments.

Block 14: Shall be in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION	b. COPIES		
a. ADDRESSEE	Draft	Final Reg	Final Repro
Code 411100D			
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080317**	Jean Winfrey **DRRB Chairperson**	**080603**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: ADMN
D. SYSTEM/ITEM **F/A-18 Mission Planning Systems Support**	E. CONTRACT/PR NO. **STARS II TO 0003**	F. CONTRACTOR **Jacobs N68936-08-D-0016**
1. DATA ITEM NO. **B008**	2. TITLE OF DATA ITEM **PRESENTATION MATERIAL**	3. SUBTITLE
4. AUTHORITY *(Data Acquisition Document No.)* **DI-ADMN-81373**	5. CONTRACT REFERENCE **SOW Para 3.1**	6. REQUIRING OFFICE **NAVAIRWD CODE 411100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement will be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be submitted per individual work assignments.

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14. DISTRIBUTION	b. COPIES		
a. ADDRESSEE	Draft	Final Reg	Final Repro
Code 411100D			
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080317**	Jean Winfrey **DRRB Chairperson**	**0080603**

DD Form 1423-1, 1 Jun 9090

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0004	2008 Aug 01	1300107145	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $577,796.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
29. DO VOUCHER NO.
30. INITIALS
[ ] PARTIAL
[ ] FINAL
32. PAID BY
33. AMOUNT VERIFIED CORRECT FOR
31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL
34. CHECK NUMBER
35. BILL OF LADING NO.

37. RECEIVED AT | 38. RECEIVED BY | 39. DATE RECEIVED *(YYYYMMMDD)* | 40. TOTAL CONTAINERS | 41. S/R ACCOUNT NO. | 42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		525	Hours	
	Tech Data System Admin & DBMS Service			
	CPAF			
	In accordance with Section C This task order is severable			
	FOB: Destination			

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$44,449.00

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000101	For Navy Accounting purposes only		
CIN: 130010714500001		ACRN AA	$34,660.00

PURCHASE REQUEST NUMBER: 1300107145

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT		AMOUNT
0002		2,950	Hours		
	Tech Data System Admin & DBMS Service				
	CPAF				
	In Accordance with section C				
	FOB: Destination				
				ESTIMATED COST	(b)4
				BASE FEE	(b)4
				SUBTOTAL EST COST + BASE	(b)4
				MAX AWARD FEE	(b)4
				TOTAL EST COST + FEE	$262,077.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		2,950	Hours		
	Tech Data System Admin & DBMS Service				
	CPAF				
	In Accordance with section C				
	FOB: Destination				
				ESTIMATED COST	(b)4
				BASE FEE	(b)4
				SUBTOTAL EST COST + BASE	(b)4
				MAX AWARD FEE	(b)4
				TOTAL EST COST + FEE	$271,270.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
Technical Data System Administrator and Data Base Management Support (DBMS)
Contract N68936-08-D-0016, T.O. 0004
1 August 2008

Applicable Contract SOW Paragraph Numbers: 3.4.6, 3.4.8, 3.4.10, 3.5, 3.6, 3.7 and 3.10

1 **Scope.** The scope of this task order provides technical data support services that include: system administration of the Library of Electronic Data servers; database management services; Configuration Management (CM)/Data Management (DM) database management support; and data processing required to enable the Technical Data Rated Service Account to meet NAWCWPNS Program requirements and deadlines.

1.0 Background. The Technical Data Rated Service Account, part of the Technical Data Support Division, Code 333000D/E, is a Government-controlled, dual sited (Pt Mugu and China Lake), information handling system for hardcopy and digital technical data. UNIX-based Sun systems have provided the server and external-access firewall protection functions. CM software and special data-linking and retrieval interfaces tailored to individual program requirements allow authorized SUN and PC users to readily gain viewing/annotation access to their data, using a variety of applications software, while protecting that data from unauthorized access. DES encrypted data via a WEB browser (such as Netscape) can be used for electronic access. Other hardware/software products provide the production functions associated with creating, converting, scanning, updating, tracking, and controlling the full spectrum of technical data. Current plans call for integrating the UNIX environment with a developing New Technology (NT) environment.

2 **Applicable Documents.** The Government will provide the following applicable documents to the Contractor to be used as a guide. If other documents or revisions apply, they will be specified on work package Cover Sheets and provided to the Contractor.

a. Operating System Documentation
b. Product Center/CMS Administrator Guide
c. Product Center CMS User Guide
d. Product Center CMS Installation Guide
e. Product Center CMS/API Programmer Guide
f. Product Center CMS API Training Guide
g. System User Help and System User Installation Services
h. System Administrator Deskbook
i. Non-Disclosure Certification Document

3 **Performance Requirements.**

3.1 General. The Contractor shall perform assigned tasking using established processes described in Section 2a through 2i. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government. Travel and overtime may be required in support of this task order.

3.2 System Administration. The contractor shall provide system administrator services in support of this task order as follows:

3.2.1 Cover Sheet. Tasking will be provided via the Cover Sheet identifying all required input data. Any clarification or changes to the requirements shall be documented in writing, date/ time tagged and initialed by both Government and Contractor personnel, attached to the Cover Sheet and entered in the task-tracking database. If a revised due date is negotiated as a result of clarification or changes to the requirements, the new due date shall be recorded on the Cover Sheet and also entered into the task tracking database. The Cover Sheet will also identify

any applicable documents referenced in Section 2. The Contractor shall not begin work on any task without a Cover Sheet and CAD Number to initiate that task. In support of this task order, the Contractor shall:

a. Notify the Technical Assistant and the Requestor on the Cover Sheet by electronic mail or telephone within one hour of receipt of a priority-one 24-hour turnaround work package and within 1 working day of receipt of a priority-two task if any of the required input data is missing from it.

b. Record (on the Cover Sheet) and report to the Technical Assistant and the Requestor (by electronic mail or telephone) any inconsistencies or suspected errors in the instructions or input data within one hour of discovery so that they may be resolved promptly.

c. Provide an estimate of the man-hours required to complete a specified task.

d. Enter the time charged against each Cover Sheet (identified by the CAD number and the applicable task code) into a Government-supplied tracking database by close of business end of week.

3.2.2 Database Management Services. The primary database to be used in this tasking is an Oracle/UNIX-based using the CMS/Product Center software provided by Work Group Technologies. The CMS/Product Center Oracle database can be accessed either by a client or a Web Browser interface. Other databases are imported into CMS, Product Center/Oracle to be accessed through the Web interface. The Contractor shall:

a. Identify on the Cover Sheet the specific tasking according to the guidelines specified in the Product Center/CMS documentation (paragraphs 2.b through 2.f).

b. Maintain and update the Product Center/CMS Administrator Guide (paragraph 2.b) and make available to the Government upon request.

c. Perform tasking identified on the Cover Sheet that may include:

(1) Developing/updating/enhancing the capabilities of a specified application.
(2) Analyzing requirements to interface multiple database and/or graphics systems, to determine feasibility of automated data exchange.
(3) Developing, programming, testing, documenting, and updating database and/or graphic interfaces.
(4) Developing and updating Common Gateway Interface Scripts (e.g. Perl scripts).
(5) Creating and updating database access scripts.

d. Develop SQL/SQL*Plus and PERL scripts to display, manipulate, import, and extract data from database tables; format reports; create, modify and delete database objects (tables, indexes, views, etc.).

e. Develop and update C++/Application Programming Interface (API) programs and PERL scripts to perform batch data loads into CMS from Configuration and Data Management Support System (CADMSS) or other applications.

3.2.3 System Administration of the Library of Electronic Data (LED) Servers. The Contractor shall:

a. Identify on the Cover Sheet the specific tasking according to the system/software documentation guidelines specified in the System Administration Desk book (paragraph 2.h).

b. Maintain and update the System Administrator Desk Book (paragraph 2.h) and make available to the Government upon request.

c. Perform tasking identified on the Cover Sheet that may include:

(1) Performing kernel and software modifications.
(2) Writing/interpreting shell scripts.
(3) Loading/installing/configuring/testing hardware/software (and upgrades).
(4) Performing C++ programming to support system-related enhancements.
(5) Providing user training/assistance.
(6) Providing documentation supporting changes/upgrades (this may include drawings defining configuration status, updating desk book or preparing new procedures).
(7) Troubleshooting software problems.
(8) Filing support (maintenance) and cleanup.

3.3 Non Disclosure. Contractors supporting this task order shall sign a Non Disclosure Certification Document (reference 2.i) and provide a copy of the signed documents to the Technical Assistant.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	N/A	N/A	Government
000101	Destination	Government	Destination	Government
0002	N/A	N/A	N/A	Government
0003	N/A	N/A	N/A	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 01-AUG-2008 TO 30-SEP-2008	N/A	N/A FOB: Destination	
000101	POP 01-AUG-2008 TO 30-SEP-2008	N/A	N/A FOB: Destination	
0002	POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	
0003	POP 01-OCT-2009 TO 30-SEP-2010	N/A	N/A FOB: Destination	

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: WC028PR01659
AMOUNT: $34,660.00
CIN 130010714500001: $34,660.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

FUNDING
In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   Echo Range

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the STARS contractor website, meeting the requirement of contract clause 5252.201-9501

5. Overtime:

   a. No more than 70 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

Attachment (1) QASP
Attachment (2) DD254 (sent separately)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data	
	Task Order No. 0004
CONTRACT NUMBER: N68936-08-D-0016	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
Performance 50 **% (weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: 1. Accuracy and completeness of work. 4. Quality of problem resolution. 5. Technical ability in supporting customer requirements. **See QASP Continuation Page**	
Schedule 25 **% (weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: 1. Meeting or exceeding schedule requirements. 2. Timeliness of task completion. 3. Maintains schedule, despite changes in requirements 4. Timely problem resolution **See QASP Continuation Page**	
Cost 25 **% (weight)**	
COST FACTORS: 1. Cost consistent with value earned. 2. Overall tasking is completed within the negotiated cost. 3. Recommendations for improvements result in cost savings to the Government. **See QASP Continuation Page**	

EVALUATOR	DATE
(b)6	28 May 08

T.O. 0004 QASP continuation page

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0004 QASP continuation page

Method of Performance Assessment
Performance:
Review performance to the requirements as defined in the PWS. Review contractor reports and customer survey input.

Method of Assessment
Schedule:
Review work request tasking schedules vs. actuals, including customer survey input and contractor reports.

Method of Assessment
Cost:
Review and validation of actual expenditures against negotiated/planned costs in the task order, using the contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0005	2008 Aug 01	1300108273	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,089,194.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED *(YYYYMMMDD)*	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		660	Hours	$65,465.00
	Signals Warfare Branch support			
	In accordance with Section C			
	CPAF			
	This task order is severable			
	FOB: Destination			

ESTIMATED COST	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$65,465.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		
	For Navy Accounting purposes only	
	Beagle	
	PURCHASE REQUEST NUMBER: 1300108273	
	ACRN AA CIN: 130010827300001	$26,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102		
	For Navy Accounting purposes only	
	Pointer	
	PURCHASE REQUEST NUMBER: 1300108273	
	ACRN AA CIN: 130010827300002	$12,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103		
	For Navy Accounting purposes only	
	Retriever	
	PURCHASE REQUEST NUMBER: 1300108273	
	ACRN AA CIN: 130010827300003	$16,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		3,800	Hours	$533,767.00
	Signals Warfare Branch support			
	In accordance with Section C			
	CPAF			
	This task order is severable			
	FOB: Destination			

ESTIMATED COST	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$533,767.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		3,800	Hours	$489,962.00
	Signals Warfare Branch support			
	In accordance with Section C			
	CPAF			
	This task order is severable			
	FOB: Destination			

ESTIMATED COST	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$489,962.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
Signals Warfare Branch Support
Contract N68936-08-D-0016, T.O. 0005
23 May 2008

Applicable Contract SOW Paragraph Numbers: 3.1, 3.3, 3.6, 3.7, 3.8.1.2 and 3.9

1 **Scope.** The scope of this task order includes analyzing, designing/building, testing, and performing exploratory development work on components, devices and systems used in receiving, processing and exploitation of electromagnetic signals. CM/DM functions are required in support of all aspects of the associated specific projects.

1.1 Background. The current signal processing systems under development in the Signals Warfare Branch include the CLUSTER POINTER system and the RETRIEVER and BEAGLE variants of the CLUSTER POINTER system. All of these systems share a common controller interface based on the BOSEN Controller software, developed within Code 452400D. These systems require software development support and Configuration management/Data Management functions. The controller software is developed and hosted on a SOLARIS based UNIX environment. The PATRIOT Radar Phase A and Phase B, projects, and Project Conversation are additional projects within the Signals Warfare Branch that require CM/DM support.

Additional components of these systems include signal processors or sensors that are based on the VME Bus architecture, using single-board-computer embedded processors, digital signal processors, and radio frequency components.

2 **Applicable Documents.** The following documents are applicable to this PWS to the extent specified herein. The Government will provide the Contractor with the latest version of the following documents. Specifications and Standards are to be used as a guide only.

2.1 Specifications, Standards, and Handbooks.

a. DOD-STD-2167: Defense System Software Development (as a guide only)

2.2 Other Government Documents, Drawings, and Publications.

a. BOSEN Controller specifications
b. BOSEN Network (Ethernet type LAN) specifications and guidelines
c. Software Program Description Documents
d. BOSEN Documentation Plan
e. BOSEN Controller Operations & Maintenance Manual
f. BOSEN MATE Operations and Maintenance Manuals
g. BOSEN Change Request Form
h. Training Plan/Specification

2.3 Other Documents.

a. Solaris commercial documentation and on-line documentation
b. SunSoft Workshop - Visual WorkShop for C++ manuals and on-line documentation
c. X-Windows programming and reference guides by O'Reilly & Associates, Inc.
d. Navy-ERP Non-Disclosure Document

3 **Performance Requirements.** The Government will require material procurements, travel and overtime in support of the requirements of this Task Order. The Government will provide tasking via the Contractor's "in-basket" electronically or hardcopy.

3.1 Project Management.

The Contractor shall perform project management duties. These duties shall include, but not be limited to:

a. Provide recommendations on project activities and conduct cost/performance analyses related to research, development, design, integration, test, and operation.

b. Perform as the Project Manager responsible for overall planning, budget, schedule, execution/implementation, and operations of a project.

c. Perform project management functions in support of the Government, such as: requirements gathering, analysis and management; project planning; systems analysis; risk analysis and mitigation; procurement ancillary to project development efforts; and proposal development and refinement.

d. Provide oversight of the cost, schedule, and performance aspects of the project.

e. Provide recommendations on long range program control, including identifying potential problem areas and assessing risks associated with project performance.

f. Develop, document, and keep current all policies, procedures, processes, and guidance required. In some cases the Government will be required to issue formal directives, and will require Contractor assistance in the development of content and/or documents.

g. Ensure that all physical, personnel, information, and information systems security policies and procedures are addressed and followed as appropriate.

3.2 Systems Engineering.

The Contractor shall provide systems engineering support, such as:

a. Hardware and Software requirements analysis, design, build integration and test support. Procurement support may be required to buy materials necessary to build, integrate, and test systems supported under this PWS.

b. Engineering support for the migration, integration and development of new capabilities and functionality, or the evolution of new systems.

c. Integration of new products (Hardware and/or Software), to include Government, Commercial, and Custom built, into new, existing, or modified product lines.

d. Installation and maintenance of system resources (Hardware and Software) at sites, as identified by the Technical Assistant and which are necessary for the primary software and hardware design and development efforts of this Task Order.

3.3 Software Engineering.

The Contractor shall provide software engineering support to include research, development, integration, test, evaluation, proof of concept development, and analysis of software and tools. Software shall be developed to support Government efforts related to development of Signals Warfare Branch systems, or to create support environments or support data necessary to model, simulate or evaluate test results. The Contractor shall integrate the developed software into the specified systems environment, including delivery of necessary hardware to the appropriate laboratory, such as hardware modified by the contractor, and prototypes developed by the contractor. The Contractor shall follow software development guidelines using applicable Government or industry standards, in accordance with the applicable documents referenced in Section 2.1a, 2.2a-2.2h, and 2.3a-2.3c.

3.4 Documentation and CM/DM Support.

Documentation shall be in support of the above systems to include, but not be limited to: technical manuals, operator and maintenance manuals, and training materials. The Contractor shall:

a. Prepare and develop, using existing documentation format, concise, accurate, and logically flowing manuals from rough draft material.

b. Revise, update, and prepare for distribution, manuals and other instructional materials relating to signals exploitation systems in accordance with Change Requests.

c. Submit documentation electronically to the Technical Assistant (TA) for review and approval.

d. Provide configuration management and control of system software, hardware, manuals, locations and disposition of systems that have been delivered to the Fleet, and tracking of System Problem Reports (SPRs) in the SPR database. Maintain the Inventory Data Base.

e. Provide conference minutes, technical reports, trip reports and presentation materials as needed.

f. Track the financial status of funding documents related to the Signals Warfare Branch Projects supported, and prepare monthly, quarterly, and/or yearly financial reports as required by the specific project sponsors.

3.5 Subtask Reporting.

The Contractor shall provide subtask reporting as follows:

CLUSTER POINTER – Software
CLUSTER POINTER – CM/DM
RETRIEVER – Software
RETRIEVER – CM/DM
BEAGLE – Software
BEAGLE – CM/DM
PATRIOT – Software
PATRIOT – CM/DM

3.6 Non-Disclosure Document. A NAVY-ERP Non-Disclosure document shall be signed, dated and provided to the Government for each Contractor performing tasking under paragraph 3.4 above prior to charging to the Task Order, in accordance with the document referenced in 2.3d.

4.0 Security Requirements

4.1 Sensitive Compartmented Information (SCI) Access. The contractor will require non-substantial SCI access in the performance the contract requirements. Total labor hours executed against requirements requiring SCI access will be less than 2000 hours for each year of the task order. The contractor will not be required to store SCI materials or maintain an SCI facility. All SCI work will be conducted within existing Government SCI facilities.

The contractor will develop and integrate software with Government developed software and systems that are operated at the SCI level within Government owned SCI facilities and on SCI accredited software development equipment. The contractor will require routine access to the government SCIF, and will occasionally require access to SCI information in order to complete the required integration tasks.

The contractor will be required to attend meetings held at the T/S-SCI clearance level within existing Government SCI facilities.

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	N/A	Government	N/A	Government
0002	N/A	Government	N/A	Government
0003	N/A	Government	N/A	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 01-AUG-2008 TO 30-SEP-2008	N/A	N/A FOB: Destination	
0002	POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	
0003	POP 01-OCT-2009 TO 30-SEP-2010	N/A	N/A FOB: Destination	

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: WC028PR01830
AMOUNT: $54,000.00
CIN 130010827300001: $26,000.00
CIN 130010827300002: $12,000.00
CIN 130010827300003: $16,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

FUNDING
In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Top Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501

5. Period of Performance: 01 August 2008 through 30 September 2010
6. Overtime:

   a. No more than 220 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (provided separately)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data	
	Task Order No. 0005
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BI-ANNUALLY	
AWARD FEE FACTORS	
Performance -50 % **(weight)** **Performance, Schedule and Cost must add to 100%**	
CRITICAL PERFORMANCE FACTORS FOR THIS TASK ORDER ARE:: 1. Accuracy of products produced 2. Level of technical guidance or intervention required by Government to perform under this PWS. 3. Contractor's initiative in anticipating and solving problems efficiently and effectively.	
Schedule - 30% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE FOR THIS TASK ORDER ARE: 1. Quick response to changing requirements 2. Ability to develop effective solutions to requirements in a timely manner 3. Timely notification to Government regarding slippage. 4. Timely Submission of Financial Reporting. 5. Timely updates of financial and data base records.	
Cost - 20% **(weight)**	

CRITICAL FACTORS IN THE COST FOR THIS TASK ORDER ARE:
:

1. Effective cost control, actuals close to estimates for individual elements.
2. Noticeable savings in labor and funds shown by the effective implementation of tasking.
3. No cost growth, overall task is completed within cost negotiated on the Task Order.

EVALUATOR	DATE
(b)6	5-23-08

CRITICAL PERFORMANCE FACTORS:

Satisfaction Level 0-70: Unsatisfactory - Award Fee Range 0%-59%
- Products and services were incomplete, and did not meet most of the requirements of the PWS.
- Discrepancies in deliverables were serious and required extensive time and effort to correct.
- Recommendations made by the contractor were ineffective.

Satisfaction Level 80: Marginal –Award Fee Range 60%-69%
- Products and services did not meet some of the requirements in the PWS.
- Discrepancies in deliverables were serious and required some time to correct
- Recommendations made by the contractor were only marginally effective.

Satisfaction Level 90: Satisfactory – Award Fee Range 70%-79%
- Products and services were complete, accurate and complied with the PWS.
- Discrepancies in deliverables were minor and were easily corrected.
- Recommendations made by the contractor were satisfactory.

Satisfaction Level 100: Good – Award Fee Range 80%-85%
- Products and services exceeded some of the requirements in the PWS.
- Discrepancies in deliverables were infrequent, minor and were easily corrected.
- Recommendations offered were effective.

Satisfaction Level 110: Very Good – Award Fee Range 86%-90%
- Products and services exceeded many of the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were infrequent, and corrections were rarely required.
- Recommendations offered by the contractor were highly effective.

Satisfaction Level 120: Exceptional– Award Fee Range 91%-95%
- Products and services did exceed the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were scarce, and corrections were not required.
- Recommendations offered by the contractor were highly effective for both the customer and the cost.

Satisfaction Level 130: Outstanding– Award Fee Range 96%-100%
- Products and services did exceed and went far above the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were null, and corrections were not required.
- Recommendations offered by the contractor were highly effective for the customer, cost, and the over all benefit of the project.

Method of Performance Assessment:
Quality: Review performance to the requirements as defined in the PWS, customer surveys, and contractor reports.

CRITICAL SCHEDULE FACTORS:

Satisfaction Level 0-70: Unsatisfactory - Award Fee Range 0%-59%

- Compliance to delivery schedule did not meet most of the requirements of the PWS.
- Contractor did not implement corrective action to recover from schedule slips.
- The excessive schedule slips caused overall serious impacts to overall program objectives.

Satisfaction Level 80: Marginal –Award Fee Range 60%-69%

- Compliance to delivery schedule did not meet some of the requirements of the PWS.
- Contractor's attempts to recover from schedule slips were only marginal effective.
- The frequent schedule slips caused some serious impacts to overall program objectives.

Satisfaction Level 90: Satisfactory – Award Fee Range 70%-79%

- Compliance to delivery schedule met the requirements of the PWS.
- Contractor implemented corrective actions to recover from schedule slips.
- The occasional schedule slips caused some minor impacts to overall program objectives.

Satisfaction Level 100: Good – Award Fee Range 80%-85%

- Compliance to delivery schedule exceeded some of the requirements of the PWS.
- Contractor corrective action to recover from schedule slips was effective.
- The infrequency of schedule slips was beneficial to overall program objectives.

Satisfaction Level 110: Very Good – Award Fee Range 86%-90%

- Compliance to delivery schedule exceeded many of the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective.
- The tight adherence to schedule requirements were beneficial to overall program objectives

Satisfaction Level 120: Exceptional– Award Fee Range 91%-95%

- Compliance to delivery schedule exceeded the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective and accurate.
- The tight adherence to schedule requirements was beneficial, and effective to overall program objectives.

Satisfaction Level 130: Outstanding– Award Fee Range 96%-100%

- Compliance to delivery schedule exceeded and went beyond the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective, accurate, and contributed to adding additional customers.

- The tight adherence to schedule requirements were beneficial and customer motivated to the overall program objectives

Method of Performance Assessment:
Schedule: Review work request tasking schedule, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

COST FACTORS:

Unsatisfactory-0-59

- Contractor's lack of ability to forecast, manage, and control costs, caused excessive increase in costs.
- Contractor's expenditure of hours was not appropriate for products and services provided.

Satisfaction Level 80: Marginal –Award Fee Range 60%-69%

- Contractor's lack of ability to forecast, manage, and control costs, caused some increase in costs.
- Contractor's expenditure of hours was sometimes not appropriate for products and services provided.

Satisfaction Level 90: Satisfactory – Award Fee Range 70%-79%

- Contractor's forecast, management, and control of costs met requirements, and the costs remained constant.
- Contractor's expenditure of hours was appropriate for products and services provided.

Satisfaction Level 100: Good – Award Fee Range 80%-85%

- Contractor's forecast, management, and control of costs exceeded requirements, and some cost savings were beneficial to the government.
- Contractor's expenditure of hours was effective for products and services provided.

Satisfaction Level 110: Very Good – Award Fee Range 86%-90%

- Contractor's forecast, management, and control of costs exceeded requirements, and all cost savings were beneficial to the government.
- Contractor's expenditure of hours was beyond effective for products and services provided.

Satisfaction Level 120: Exceptional– Award Fee Range 91%-95%

- Contractor's forecast, management, and control of costs exceed requirements, and vast cost savings were beneficial to the government.
- Contractor's expenditure of hours was highly effective for products and services provided.

Satisfaction Level 130: Outstanding– Award Fee Range 96%-100%

- Contractor's forecast, management, and control of costs exceed requirements, and vast cost savings were overwhelmingly beneficial to the government.
- Contractor's expenditure of hours was far beyond highly effective for products and services provided.

Method of Performance Assessment:

Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0006	2008 Oct 01	1300113954	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER
DELIVERY/CALL [X] This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE [ ] Reference your quote dated
Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $651,797.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		1,935	Hours	$319,745.00

IFPS support

CPAF

in accordance with Section C Performance Work Statemen (PWS). This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$319,745.00

ITEM NO	SUPPLIES/SERVICES	
000101		
	For Navy Accounting purposes only	
	PURCHASE REQUEST NUMBER: 1300113954	
	ACRN AA CIN: 130011395400001	$300,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		1,935	Hours	$332,052.00

IFDS support

CPAF

In accordance with Section C Performance Work Statemen (PWS). This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$332,052.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
For
Integrated Frequency Deconfliction System
Contract Number N68936-08-D-0016, T.O. 0006
1 October 2008

Applicable Contract Statement of Work Number: 3.2, 3.3, 3.4, 3.5, 3.6 & 3.10

1. **Scope:** This task order includes development, installation, testing, training, and software maintenance services on the Integrated Frequency De-confliction System (IFDS) needed to support the DoD Frequency Management Community and other Federal and Commercial agencies.

   1.1. **Background:** IFDS is a Range tool used for real-time frequency deconfliction, and spectrum monitoring for reporting purposes. The program originated as a CTIEP project in response to a Global Hawk incident in 1998 involving unresolved frequency assignments between two co-located Ranges. IFDS has grown to include users from the Army, Navy, Air Force, NASA, NORTHCOM, and other Federal and Commercial agencies. It is a self-funded co-operative program governed by a formal Configuration Control Board (CCB). IFDS version 3.0 is currently in production, requiring maintenance, training, and daily technical support as needed. The next planned release, IFDS 4.0, will be in production in October 2008. Future releases will be determined by the CCB as system change requests (SRCs) are submitted. The 1-3-5 year program plan includes an upgrade to the hardware and development environment, a significant effort. Plans are currently under way for these changes.

2. **Applicable Documents.** The Government will provide the latest version of the following documents

   2.1. Government Documents, Drawings, and Publications.

   2.1.1. Minutes from project CCB meetings
   2.1.2. Project Management Process
   2.1.3. Project Schedule
   2.1.4. Configuration Management Plan
   2.1.5. Software Development Plan
   2.1.6. Programming Microsoft ASP .NET 3.5 (Dino Esposito)
   2.1.7. Beginning C# 3.0: An Introduction to Object Oriented Programming (Wrox Beginning Guides) (Jack Purdum)
   2.1.8. IDFS Incidence Response Plan
   2.1.9. DODD 8500.1 Information Assurance (IA)
   2.1.10. CJCSM 6510.01 Defense-In-Depth: IA and Computer Network Defense
   2.1.11. CCF Incident Response Plan
   2.1.12. CCF Incidence Response Procedure, v. 1

   2.2. Clinger-Cohen Act: This clause is required in all IT procurements, and is for information purposes only.

   In 1996, Congress enacted the Clinger-Cohen Act (CCA), requiring agencies to use a disciplined capital planning and investment control process to acquire, use, maintain and dispose of information technology. Per CCA, OSD Memo of 08 Mar 2000, the DoD 5000.2 of 13 May 2003, and SECNAVINST 5000.2C of 19 Nov 2004, CCA compliance is required for all programs that contain IT, including IT in weapons and weapons system programs. The law provides authority to the agency's CIO to manage IT resources effectively. The authority to grant compliance with CCA and approve the Information Assurance strategy depends on the Acquisition Category (ACAT).

2.3. System Software / Application Compliance: This clause is required in all IT procurements, and is for information purposes only.

"All Information Technology Systems or software/application development, modification or support shall be performed in accordance with Defense Business Transformation guidance (formerly Business Management Modernization Program (BMMP)), DON/NAVAIR Functional Area Manager (FAM) Policies and Guidance, Network and Server Registration, and Web Enablement mandates."

2.4. Web Sites, Web Enablement and Application / System Development, Modification, and Maintenance Support Services: This clause is required in all IT procurements, and is for information purposes only.

"All Information Technology systems, software, and website development, modification or support shall be performed in accordance with all applicable Federal, DoD, DON, and NAVAIR policy, guidance, standards, and strategies, and should be integrated with MyNAVAIR (NAVAIR Corporate Portal) whenever possible. Any Web sites/servers hosted/located in contractor facilities, or outside NAVAIR enclave, will transition will transition to NAVAIR architecture and infrastructure in accordance with Legacy Shutdown guidance. Policies include, but are not limited to:
OMB Guide for Managing U.S. Government Websites ***http://www.usa.gov/webcontent/***
OMB Policies for Federal Public Websites, OMB M-05-04
http://www.usa.gov/webcontent/policies_and_implementation.shtml
Section 508 Standards ***http://www.section508.gov/***
DOD Web Policy and Guidelines ***http://www.defenselink.mil/webmasters/***
Navy Information Operations Command (NIOC) Norfolk Web Risk Assessment Team Website ***https://www.nioc-norfolk.navy.mil/operations/wra/wra.shtml***
SECNAV 5720.47B DON Policy for Content of Publicly Accessible Web Sites (NIOC Norfolk routinely monitors publicly accessible Navy websites for policy compliance; Site has a downloadable "Website Self-Assessment Checklist" for Webmasters.)
http://www.chinfo.navy.mil/navpalib/internet/secnav5720-47b.pdf
NAVAIR CIO Website (NAVAIR specific policy and guidelines) https://cio.navair.navy.mil/"

2.5. Software Development/Server Procurement – For Information purposes only:

"Any tools developed that will be hosted by the Navy Marine Corps Intranet (NMCI) or run on NMCI workstations will be certified for NMCI and comply with NMCI policy. Additionally, any servers supporting this effort will be transitioned to meet the requirements of the current NAVAIR Server Consolidation effort."

2.6. Information Assurance (IA) – For Information purposes only:

This is required on all DON Contracts. NAVAIR's Information Assurance (IA) Program is a unified approach to protect unclassified, sensitive or classified information, and is established to consolidate and focus efforts in securing that information, including its associated systems and resources. IA is required operationally throughout the DON. DON CIO (Chief Information Officer) is responsible for IT within the Navy, as mandated by the Clinger-Cohen Act, and is the lead for departmental compliance with the Federal Information Security Management Act of 2002.

"All IA shall be in compliance with the following listed instructions to include those referenced within the below listing:

- SECNAV M-5239.1 DoN Information Assurance Program; Information Assurance Manual
- National Industrial Security Operating Manual (NISPOM)
- CJCSI 6211.02 (series) --Defense Information System Network (DISN): Policy Responsibilities and Processes of 31 July 2003
- CJCSI 6212.01 (series) --Interoperability and Supportability of Information Technology and National Security Systems

- DoDD 8100.1--Global Information Grid (GIG) Overarching Policy
- DoDD 8500.1--Information Assurance
- DoDI 8500.2--Information Assurance Implementation
- DoDI M-8510.1--DoD Information Technology Security Certification and Accreditation Process (DITSCAP) Application Manual
- DoDI 5200.40, "DoD IT Security Certification and Accreditation (C&A) Process (DITSCAP)," 30 Dec 1997
- CNO N614/HQMC C4--Navy-Marine Corps Unclassified Trusted Network Protection (UTN-Protect) Policy, Version 1.0, 31 October 2002"

For more information on determining the applicability of these documents to the specific requirements of your program, contact your local information assurance point of contact for assistance. An IA POC is available via the NAVAIR portal at https://air74.navair.navy.mil

All IT procured on behalf of NAVAIR shall meet all DOD/DON and NAVAIR IA polices. Failure to follow these policies will result in denied access to NMCI, One Net, ISNS and other DON, DOD and Joint Networks. These IA policies are standard across the Dept and ensure IA compatibility and interoperability.

IT systems and or networks operated by contractors subsequent to a NAVAIR contracts, regardless of the level of data processed shall be operated and in accordance the NISPOM.

Contractor-owned equipment shall be permitted connections to NAVAIR/DoD networks in order to carry out the performance of this contract. All Contractor-owned hardware and/or software shall meet DOD 8500.2 IA Controls, is subject to validation scanning and must be approved by the NAVAIR site IA Manager prior to connection. The following specific criteria before being connected to any DoD or NAVAIR network in support of this contract. Requirements include:

A. Network Vulnerability Scanning. NAVAIR Deputy CIO for Information Assurance maintains authorized auditing tools and shall provide for firewall/port scans, device discovery scan, vulnerability assessment, and other requirements as required to ensure secure interoperability with DOD Contracts. The contractor shall be responsible for the remediation of any equipment that fails these audits prior to the connection the system to the networks; Results of approvals shall be documented via Memorandum of Agreement with the Facility Security officer and the Defense Security Service Representative for that contractor;

B. Extent of Validation Scanning. To prevent scanning of "corporate" assets, all such networks, equipment and connections shall be physically segregated from any government/contractor "corporate" networks that are not in direct support of DoD contracts;

C. Circuit Provisioning. Any circuit or connection between NAVAIR and/or DoD site and the contractor site shall be provisioned via the Defense information Security Agency and comply with CJCSI 6212.11B;

D. Servicing Systems from a Remote Contractor Site. Remote Access Service connections that allow off-station operation and/or administration of contractor owned systems, located at any NAVAIR facility or site, shall not be permitted, with the exception of those systems connecting to the Command via the Outreach Services identified in Section 7, Enterprise Architecture;

E. Memorandum of Agreement and Inter-connection Agreements. An Information Assurance Memorandum of Agreement (MOA) between the contractor owning the equipment and AIR-7.2.6 shall be developed and signed before the equipment can be connected to NAVAIR networks. Failure to comply with the signed MOA shall be grounds for disconnection from the network.

2.7. Enterprise Architecture – For Information purposes only:

Contractor Networks and connections. Contractor-owned and operated networks are prohibited on any Naval Air Systems Command (NAVAIR) facility or site in support of this contract. The contractor may access non-government, external IP space via the NAVAIR-provided VPN Outreach service or NAVAIR CIO approved IP service.

Architecture Compliance. The contractor shall ensure all IT solutions, including database solutions, comply with the appropriate NAE Enterprise Architecture, and are verified by the NAVAIR Enterprise Architect (AIR-7.2.3) prior to build out.

Disclosure of pre-existing networks, circuits or connections. Any and all networks, circuits or connections between the contractor and any NAVAIR site related to previous contracts shall be identified in the MOA. Failure to comply and subsequent discovery of an unregistered network, circuit or connection shall be grounds for immediate disconnection.

IT Approval. The contractor shall not purchase any IT equipment on behalf of NAVAIR in support of a contract without a NAVAIR CIO signed IT approval.

3. Performance Requirements.

3.1. **General Requirements.** The Government may require travel, training and overtime in support of the requirements on this task order. The Government may require the Contractor to operate Government-owned vehicles (USN), on- and off-Center, while performing tasks under this Performance Work Statement, when available. While the Contractor is required to follow established processes referenced in Section 2.1 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1. Attend team status and technical interchange meetings with the Technical Assistant (TA) and other Government and Contractor team members to discuss schedules, priorities and status action items. These meetings may be held via phonecon, video-teleconference, or face-to-face. Assigned personnel will offer cost-effective, alternative solutions. Continuous process improvement is expected.

3.2. **Expertise and Knowledge.** The Contractor shall provide personnel with the skills needed to meet the requirements defined in the documents referenced in paragraphs 2.2-2.5 and all other requirements of this task order. Team members shall be selected based on expertise and skills in Frequency Management and Spectrum Monitoring. Assigned personnel must remain current in their functional areas of expertise and evolving technologies.

3.3. **Teaming Efforts.** The Contractor shall team with Government personnel by using the Integrated Product Team (IPT) concept to address efforts and projects related to this task order. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making and the implementation of team.

3.4. **Information Technology and Information Systems Report Process.** The IFDS project maintains a Service Level Agreement with the IT/IM department for all system and database administration. All problems with access to the system, hardware residing in bldg. 33 at NAWC-WD China Lake, and database issues will be reported via a work order to the National Help Desk.

3.5. **Information Assurance.** The contractor shall ensure the integrity and security posture of the IFDS system by maintaining knowledge of and adhering to the processes and procedures outlined in paragraphs 2.1.8, 2.1.11, and 2.1.12.

3.6. **Software Development.** The Contractor shall perform analysis, design, code/debug, and developer test on Change Requests (CRs) per the schedule in the document referenced in paragraph 2.1.3 and utilizing methods described in the textbooks referenced in paragraph 2.1.6 & 2.1.7.

3.7. **Software Testing:** The contractor shall develop a Software Test Plan documenting the test procedures, test phases, and types of validation which will be used to demonstrate that the IFDS meets all system specification requirements. The contractor shall execute all test procedures and document any deviations from expected results. The contractor shall document the results of software testing in a software test report.

3.8. **Software Configuration Management:** The contractor shall ensure a managed discipline is in place to identify the proposed or implemented configuration of the IFDS at discrete points in time as outlined in 2.1.4 above. The contractor shall systematically record and trace changes to all system components. The contractor shall provide tools for controlling changes. For each IFDS release, the contractor shall develop a System Version Description identifying the specific version of all incorporated configuration items. For each IFDS release, the contractor shall deliver a Software Product Specification, consisting of all controlled software source files, data files, object code, executable code, installation procedures, etc. associated with the release.

3.9. **Documentation:** The contractor shall create or update the following documents upon each formal release of IFDS:

3.9.1. Algorithm Description Document
3.9.2. User's Manual
3.9.3. Software Test Procedures
3.9.4. System Interface Document
3.9.5. System Design Document
3.9.6. Software Requirements Specification
3.9.7. System Version Description
3.9.8. Database Design Document
3.9.9. Network Diagram

3.10. **User Training.** The Contractor shall provide training and training materials, and travel to each site requesting training. The contractor shall request the necessary internet connectivity, audio/visual equipment, and adequate facilities needed to conduct the training.

3.11. **Government-owned vehicles (USN).** The Contractor may be required to use Government owned vehicles (when available) on- and off-Center, while performing tasks, under this PWS. Potential uses of Government-owned USN vehicles may include the transport of data, equipment, and material to/from various locations. The contractor shall:

3.11.1. Have a valid California driver's license
3.11.2. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with section I of this Basic contract (FAR 52.228-7)
3.11.3. Meet all requirements of FAR 45, and clauses 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

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	Destimation	Government	Destination	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	
0002	POP 01-OCT-2009 TO 30-SEP-2010	N/A	N/A FOB: Destination	

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000057202
AMOUNT: $300,000.00
CIN 130011395400001: $300,000.00

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.
2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the STARS contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 October 2008 – 30 September 2010

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (provided separately)

TASK ORDER EVALUATION DATA

Task Order No. 0006

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 70% **(weight) Performance, Schedule and Cost must add to 100%**

PERFORMANCE FOR THIS TASK ORDER MEANS:

1. Acceptable technical performance and deliverables commensurate with the Performance Work Statement (PWS).
2. Little or no technical guidance or intervention required by Government to perform under this PWS.
3. Changes were anticipated and problems were solved efficiently and effectively through Contractor's initiative

See continuation page

SCHEDULE 20% **(weight)**

CRITICAL FACTORS IN THE SCHEDULE ARE:

1. Timely notification to Government regarding slippage.
2. Accurate evaluation of schedule where there are changes in requirements.
3. Timely submission of financial reporting.

See continuation page

COST 10% **(weight)**

COST FACTORS:

1. Effective cost control, actuals close to estimates for individual elements.
2. Timely submission of Cost Reports and/or vouchers.
3. No cost growth, overall task is completed within cost negotiated on the Task Order.
4. Recommendations for improvements result in cost savings to the Government.

See continuation page

EVALUATOR (b)6	DATE 10-1-08

Guidance for Performance Evaluations (Performance/Schedule, & Cost/Resource Management)
T.O. 0006

Satisfaction Level (%)	Fefinition	FFaFF Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95

130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0006

Method of Assessment:
Performance/Quality: Review performance compared to the requirements as defined in the PWS, customer surveys, and contractor reports.

Method of Assessment:
Schedule: Review work request tasking schedules, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

Method of Assessment:
Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0007	2008 Aug 01	1300109207	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $2,156,439.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		2,989	Hours	$151,838.00

F/A-18 WSSF Computer Operations

In accordance with Section C Performance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$151,838.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		

For Navy Accounting purposes only

PURCHASE REQUEST NUMBER: 1300109207

ACRN AA $151,838.00
CIN: 130010920700001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		18,830	Hours	$986,038.00

F/A-18 WSSF Computer Operations

In accordance with Section C Performance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$986,038.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		18,830	Hours	$1,018,563.00

F/A-18 WSSF Computer Operations

In accordance with Section C Performance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,018,563.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
F/A-18 WSSF COMPUTER OPERATIONS
Contract N68936-08-D-0016, T.O. 0007
1 August 2008

Applicable Contract SOW Paragraph Numbers: 3.2, 3.3, 3.4, 3.5, 3.6, 3.9

1 **Scope**. The scope of this Task Order requires technical expertise for Weapons System Support Facility (WSSF) computer operations, computer systems administration, computer systems integration and programming, data entry, and Verification and Validation (V&V) functions associated with the F/A-18 System Configuration Sets (SCS) [formally referred to as Operational Flight Programs (OFPs)].

1.1 Background. The Naval Air Warfare Center Weapons Division (NAWCWPNS), F/A-18 Facilities Task Team is responsible for the development, administration, and operation of the F/A-18 WSSF.

2 **Applicable Documents**. The Government will provide the Contractor with the latest version of the applicable documents.

2.1 Computer Security Plan for the F/A-18 Project
2.1.1 NAVAIR Instruction 5239.2, Naval Air Systems Command Information Systems Security Program, (22 Feb 93)
2.1.2 NAVAIR Virus Program Instruction
2.1.3 DODI 8500.2 (6 Feb 03), System Administrator responsibilities for "Authorized and Privileged Users"
2.1.4 System Administrator Responsibilities document (enclosure (1) System Administrator Appointment Request Letter)
2.2 F/A-18 Facility Branch Computer Operation Desk Guides
2.3 Facility Proposal, Improving NAWC Test Capabilities by Networking Existing Facilities
2.4 F/A-18 NATOPS Manual
2.5 F/A-18 Test Specifications
2.6 F/A-18 WSSF Simulation Work Station Users Guide
2.7 Branch Data Handling Desk Guide
2.8 DOD 8570.1M Information Assurance Workforce Improvement Program Manual

3 **Performance Requirements**.

3.1 General. The tasking defined in Section 3 shall be accomplished on a daily basis with the exception of unexpected hardware and software system problems, system maintenance, updating of configuration data lists, and accounting data, which will be provided electronically or hardcopy via the Contractor's "in-basket". The Contractor shall perform assigned tasking using established processes described in Section 2. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government. When available, the Contractor may operate a USN vehicle. Travel, training and overtime may be required in support of this task order.

3.2 F/A-18 WSSF Simulation And General Purpose Computer Systems Operation And Administration. The Contractor shall:

a. Provide computer operations support for the configuration, integration, administration and operation of the simulation computer systems and general purpose computing systems. These systems include Digital Equipment Corporation (DEC) VAX and AXP Alpha computer systems, Hewlett Packard, PC computer systems. The tasks defined in Section 3.2 shall be performed in accordance with the documents referenced in paragraphs 2.1 and 2.2.

b. Provide computer operations and system administration including system configuration, system account maintenance, system status monitoring, and system security intrusion monitoring.

c. The Contractor shall implement security policies and procedures in several aspects, including: System Security Authorization Agreements, operating system security, user access security, and data management security in accordance with the documents referenced in paragraph 2.1. This requires the contractor to request and obtain Appointment of System Administrator and Appointment of Alternate Systems Administrator for Contract's Systems. (Contractor is required to obtain System Administration authority from Security in accordance the document referenced in paragraph 2.1.4.)

d. Provide support to the System Security Authorization Agreement (SSAA). Support shall include ensuring all WSSF file and web servers are fully operational and accessible and current with the security procedures identified in the documents referenced in paragraphs 2.1.1, 2.1.2 and 2.1.3. This requirement requires obtaining System Administration authority from Security in accordance with the document referenced in paragraph 2.1.4. This requirement will require a Background Investigation at a minimum and obtaining a Security Clearance of Secret. Travel, training and/or overtime may be required in performance of this requirement.

e. Perform data backup, archival and retrieval.

f. Provide computer systems and printer utilization reports electronically the first week of each month to the TA. Provide the TA with the number of scheduled backups and classified lab requests, denote whether on time or not and any appropriate comments. The preferred format is MS Word, Excel, compatible with PC computers.

g. Provide computer systems hardware and data inventory reports.

h. Coordinate scheduled hardware maintenance activities with the F/A-18 WSSF Lab scheduling personnel, computer system management personnel, hardware maintenance/repair personnel and F/A-18 WSSF users.

i. Coordinate scheduled software maintenance activities with the F/A-18 WSSF Lab scheduling personnel, computer system management personnel, and F/A-18 WSSF users.

j. Provide technical support to the users of the F/A-18 WSSF computer systems.

k. Enter updates to on-line F/A-18 Lab Schedule database.

l. Incorporate updates to F/A-18 WSSF computer operations documents, processes, operational procedures, including operator check lists and the F/A-18 Facility Branch Computer Operation Desk Guide (paragraph 2.2).

m. Maintain a physical and data inventory of all computer supplies for the F/A-18 WSSF computer systems. This includes monitoring the computer supply levels, determining which supplies need to be replenished, and entering the ordering information into the F/A-18 Facilities Requisition database.

n. Be authorized to draw materials, and supplies from the China Lake supply warehouses by the T.A.

o. Perform installation of printer supplies and maintenance kits, including paper, ribbons, toner, and drum kits.

p. Those personnel with root access to any computer system shall be certified within the guidelines of ref 2.8.

3.3 Real-Time Networking Support. As a member of an integrated Government/Contractor Team, the Contractor shall perform computer equipment configuration and computer operations to support the real-time networking applications used to interconnect the F/A-18 laboratories with local NAWC laboratories and remote laboratories as members of the Network Centric Warfare (NCW) federation of labs as specified by Business Process Re-Engineering (BPR) 2-1. Networking configurations are outlined in the Facility Networking Proposal, "Improving NAWC Test Capabilities by Networking Existing Facilities" (paragraph 2.3). Examples of potential networking configurations include:

- F/A-18 Facilities to National Laboratories as specified by Business Process Re-Engineering (BPR) 2-1, Network Centric Warfare
- F/A-18 Facilities to Pt. Mugu's AMRAAM Laboratory
- F/A-18 Facilities to NRAD MIDS Laboratory at San Diego, CA
- F/A-18 Facilities to Air Combat Environmental Test and Evaluation Facility (ACETEF) at NAWCAD, Patuxent River, MD
- MNS-1 local/remote links to NAWCWD locations
- Intertec (Pt. Mugu Range Control)
- JTIC & MIDS certifications- linked to Fort Huachuca

3.4 Verification and Validation (V&V) Test Console Operation. The Contractor shall:

a. Operate F/A-18 WSSF simulation labs that include Validation Laboratory, Integration Laboratory, Night Attack Laboratory and other F/A-18 test consoles associated with the V&V testing of SCSs in accordance with the documents referenced in paragraphs 2.1, 2.2, 2.5, 2.6, and 2.7.

b. Operate all simulation computer systems located in the F/A-18 WSSF in accordance with the documents referenced in paragraphs 2.1, 2.2, 2.5, 2.6, and 2.7. These include VAX and AXP Alpha computer systems within the F/A-18 WSSF configuration and their associated peripherals, and the avionics computers.

3.5 F/A-18 WSSF Laboratory Classified Processing Requirements. In accordance with the functions defined in Section 3.5 and in accordance with the documents referenced in paragraphs 2.1 and 2.2, the Contractor shall:

a. Provide computer operations of the F/A-18 WSSF laboratories for both unclassified and classified processing.

b. Modify the hardware and software configuration of the labs to operate in classified or unclassified processing modes.

c. Backup and label all classified media.

3.6 Data Handling/Data Entry functions. The Contractor shall:

a. Perform the tasks associated with these functions in accordance with the documents referenced in paragraphs 2.2 and 2.7.

b. Perform routine daily Data Handling/Data Entry functions within the F/A-18 Task Team's facilities. This includes entering a variety of information into various on-line databases (such as the lab scheduling and SAR databases) and the technical expertise necessary to utilize existing software applications residing on the PC, VAX, and Alpha computer systems.

3.7 Desk Guides. The Contractor shall:

a. Maintain the Desk Guides referenced in paragraphs 2.2 and 2.7.

b. Present all new (Contractor format) and updated Desk Guides to the TA for review and approval prior to implementation.

3.8 Reports. The Contractor shall provide monthly system account reports. This includes providing a separate report of all user accounts for each system (excluding accounts generated for system use, by the operating system); submitting these reports (existing format) electronically (e-mail) to the System Management Staff and F/A-18 Computer Resources Access Data Manager by close of business, the first working day of each month; and each report shall list an account for each F/A-18 WSSF simulation and general purpose computer.

3.9 Monthly Process Improvement Meetings. The Contractor Task Order Lead shall meet with the TA at least once each month to discuss and resolve current issues, and improve communications and processes associated with this PWS.

3.10 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), when available, on- and off- Center, while performing tasks under this PWS. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with Section I of this Basic contract (FAR 52.228-7)

c. Meet all the requirements of FAR 45, 52.245-1, 52.245-9, and 5252.245-9500 while operating Government vehicles.

3.11 Non-Disclosure. Contractors charging to and supporting this T.O. shall sign a non-disclosure agreement.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000006388
AMOUNT: $151,838.00
CIN 130010920700001: $151,838.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 – 30 September 2010

6. Overtime:

   a. No more than 162 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (provided separately)

Attachment (1)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0007

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

Performance 50% (weight) Performance, Schedule and Cost must add to 100%

PERFORMANCE FOR THIS TASK ORDER MEANS:
1. Accuracy and completeness of work.
2. Quality of computer system operation with minimum downtime of users
3. Quality of system backups with protection of user's files.
4. Quality of problem resolution.
5. Technical ability in supporting customer requirements.

See QASP Continuation Page

Schedule 40 % (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:
1. Backups and systems updates performed as scheduled.
2. Meeting or exceeding schedule requirements.
3. Timeliness of task completion.
4. Maintains schedule, despite changes in requirements
5. Timely problem resolution

See QASP Continuation Page

Cost 10 % (weight)

COST FACTORS:

1. Cost consistent with value earned.
2. Overall tasking is completed within the negotiated cost.
3. Recommendations for improvements result in cost savings to the Government.

See QASP Continuation Page

EVALUATOR (b)6	DATE 6-3-2008

T.O. 0007 QASP continuation page

Satisfaction Level (%)	Definition	Award fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0007 QASP continuation page

Method of Performance Assessment
Performance:
Review performance to the requirements as defined in the PWS. Review contractor reports and customer survey input.

Method of Assessment
Schedule:
Review work request tasking schedules vs. actuals, including customer survey input and contractor reports.

Method of Assessment
Cost:
Review and validation of actual expenditures against negotiated/planned costs in the task order, using the contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0008	2008 Aug 01	1300110378	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: R GEYER
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $630,913.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED *(YYYYMMMDD)*	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		350	Hours	$16,278.00

IRSEV Field Test and Data Analysis

CPAF

The Contractor shall provide Scientific, Technical, Administrative, and Research, Development, Test & Evaluation Services (STARS) in accordance with the Performance Work Statement (PWS) contained in Section C herein.

FOB: Destination

This task order is severable.

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$16,278.00

ITEM NO	SUPPLIES/SERVICES	
000101		
	For Navy Accounting Purposes Only	
	CPAF	
	FOB: Destination	
	PURCHASE REQUEST NUMBER: 1300110378	
	ACRN AA CIN: 130011037800001	$5,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		3,720	Hours	$303,534.00

IRSEV Field Test and Data Analysis

CPAF

The Contractor shall provide Scientific, Technical, Administrative, and Research, Development, Test & Evaluation Services (STARS) in accordance with the Performance Work Statement (PWS) contained in Section C herein.

FOB: Destination

This task order is severable.

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$303,534.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		3,720	Hours	$311,101.00

IRSEV Field Test and Data Analysis

CPAF

The Contractor shall provide Scientific, Technical, Administrative, and Research, Development, Test & Evaluation Services (STARS) in accordance with the Performance Work Statement (PWS) contained in Section C herein.

FOB: Destination

This task order is severable.

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$311,101.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
Infrared Signature Evaluation (IRSEV) Field Test and Data Analysis
Signature, Measurement & Modeling Branch (472500D)
Contract N68936-08-D-0016, T.O. 0008
1 August 2008

Applicable Contract SOW Paragraph Number: 3.1, 3.9, and 3.12

1 **Scope.** The scope of this task order is to obtain support for field tests and data analysis.

1.1 Background. The Signature, Measurement & Modeling Branch (472500D) performs field-testing with a focus on infrared (IR) countermeasures evaluation. Examples of such testing are measuring the response of IR missile systems to aircraft and determining the effectiveness of IR decoys against these same missile systems. Data analysis and quick-look reporting are part of the field-testing sequence.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the following applicable documents.

2.1 Security Manual, NAVWPNCENINST 5510.29

2.2 Applicable Program Security Classification Guidelines (The Government will provide relevant security guidelines).

3 **Performance Requirements.**

3.1 General. The Government will require travel and overtime as identified below in support of this task order. The Government may require the Contractor to operate Government-owned vehicles (USN), on- and off-Center, while performing tasks under this Task Order. An experienced field test/data analysis team is essential to the successful accomplishment of testing and analysis. The Team will be comprised of Contractor and Government personnel.

3.2 Field Tests. The Signature, Measurement & Modeling Branch testing team frequently conducts field tests where they operate IR seekers, cameras, and data recording systems. The location of such testing may be at China Lake, California, or various other sites in the United States. Each test will have unique requirements due to varying sponsors and test objectives. The Technical Assistant (TA) may provide the Contractor with a copy of the test plan, if available. The TA will provide the Contractor information concerning the test schedule, the equipment that will be used, the test objectives and the types of data product required by the sponsoring agency as early as possible. The TA will also provide the Contractor with a written or verbal request, which further defines the type of support required (such as Data Analyst or tracking mount operator) as well as the dates of Contractor participation. **The duration of a test varies from 2 days to 3 weeks. It is estimated that there may be two off-site field tests during a 12 month period of performance.** The Contractor shall provide for some or all of the following field-testing tasks.

3.2.1 Setup and Teardown. In the field environment, the Contractor shall work as part of the Team in setup and teardown of the necessary equipment. The Contractor shall be capable of working independently to set up required test equipment, such as video and data recorders and associated equipment, troubleshoot and perform minor repairs.

3.2.2 Equipment Maintenance. Prior to and during the field test, the Contractor shall work as part of the Team in repair and calibration of infrared seekers, infrared cameras, recording systems, instrumentation and related support equipment.

3.2.3 Tracking Mount Operator. The Contractor shall be required to operate an M-45 camera mount in all field tests.

3.2.4 Data collection. The Contractor shall work as part of the Team to operate seeker workstations, instrumentation workstations, and/or recording systems during a field test.

3.3 Data Analysis. Following each field test, the Team performs data analysis, prepares data products, and contributes to reports on the test results. The TA will furnish the Contractor a written or verbal request defining criteria for selecting specific events within the test, the data analysis method to be used, the data product formats, and the schedule for delivering data products. The data requirements are usually unique for each test. The TA will provide the Contractor with office space, computers and software for these data analysis tasks and other equipment and materials necessary to complete the work. The Contractor shall provide some or all of the following data analysis tasks.

3.3.1 Seeker Data Analysis. In analyzing seeker data, the Contractor shall, in the order below:

a. Review the recorded data (usually video tapes) to locate specific events as defined by the TA provided criteria.

b. Note the exact time of the event and extract seeker status from that particular video frame.

c. Enter the data and event time into a database provided by the TA.

3.3.2 Signature Data Analysis. In analyzing infrared radiometric measurements, the Contractor shall, in the order below:

a. Review radiometer data to locate specific events as defined by criteria in the data analysis task request.

b. Extract instrument settings, target parameters and test condition data from the test records for each event, based on the event time.

c. Enter this information in the spreadsheet with the radiometric data. This process requires familiarity with Time-Space Position Information (TSPI) computer printouts, field test logs, and spreadsheet software.

d. Proofread the recorded test results to identify and correct mistakes. The usual method for checking data is to look for self-consistency and unreasonable numeric values.

e. Enter the results in a database or spreadsheet provided by the TA.

3.3.3 Data Products. The Contractor shall:

a. Support the preparation of quick-look reports and presentations.

3.3.4 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), when available, on- and off- Center, while performing tasks under this PWS. The contractor shall:

a. Have a valid California driver's license.

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with Section I of this Basic contract (FAR 52.228-7).

c. Meet all requirements of FAR 45, and clauses 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.3.5 Subtask reporting. The Contractor shall submit, in accordance with the Basic Contract, the Task Order Status report and the Cost Report. The hours worked and costs associated with those hours shall be segregated and reported at the subtask level.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 260 77777 0 050120 2F 000000
COST CODE: A00000016257
AMOUNT: $5,000.00
CIN 130011037800001: $5,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

FUNDING
In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range

3. Location of Performance: NAVAIR WD China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 50 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

Exhibit/Attachment Table of Contents

DOCUMENT TYPE	DESCRIPTION	PAGES	DATE
Attachment 1	Quality Assurance Surveillance Plan (QASP)	3	13 June 2008
Attachment 2	Contract Security Classification Specification (DD 254) (Provided Separately)	2	14 May 2008
Attachment 3	FOUO & DoD 5200001-R Appendix as provided by email		

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data	
	Task Order No. 0008
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
50% **(weight) Performance**	
PERFORMANCE FOR THIS TASK ORDER MEANS: 1. Successful data collection, in the field through Contractor's initiative 2. Performance of services (data entry, data collection, data analysis,) and/or delivery of products (quicklook data) were accomplished in accordance with the Performance Work Statement. 3. Ability to work with minimal supervision, as part of the team	
35% **(weight) Schedule**	
CRITICAL FACTORS IN THE SCHEDULE ARE: 1. On schedule despite intermittent work and extended travel with overtime. 2. Fast, effective response to problem control and logistics.	
15% **(weight) Cost**	
COST FACTORS: 1. Effective cost control, actuals close to estimates for individual elements. 2. Labor and Skills mix is appropriate to level of work 3. No cost growth, overall task is completed within costs negotiated under on the task order.	
EVALUATOR (b)6	DATE 6-13-08

CRITICAL PERFORMANCE FACTORS:

Unsatisfactory – 0-59

- Products and services were incomplete, and did not meet most of the requirements of the PWS.
- Discrepancies in deliverables were serious and required extensive time and effort to correct.
- Recommendations made by the contractor were ineffective.

Marginal – 60-69

- Products and services did not meet some of the requirements in the PWS.
- Discrepancies in deliverables were serious and required some time to correct
- Recommendations made by the contractor were only marginally effective.

Satisfactory – 70-79

- Products and services were complete, accurate and complied with the PWS.
- Discrepancies in deliverables were minor and were easily corrected.
- Recommendations made by the contractor were satisfactory.

Good – 80-85

- Products and services exceeded some of the requirements in the PWS.
- Discrepancies in deliverables were infrequent, minor and were easily corrected.
- Recommendations offered were effective.

Very Good – 86-90

- Products and services exceeded many of the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were infrequent, and corrections were rarely required.
- Recommendations offered by the contractor were highly effective.

Excellent– 91-95

- Products and services did exceed the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were scarce, and corrections were not required.
- Recommendations offered by the contractor were highly effective for both the customer and the cost.

Outstanding– 96-100

- Products and services did exceed and went far above the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were null, and corrections were not required.
- Recommendations offered by the contractor were highly effective for the customer, cost, and the over all benefit of the Service Center.

Method of Performance Assessment:

Quality: Review performance to the requirements as defined in the PWS and contractor reports. The primary data products are (1) recorded video, (2) quick-look reports and (3) final reports detailing the event times and seeker behaviors during field tests. The performance rating will be based on the percentage of valid "passes" which are recorded and processed into the quick-look and final data formats. For example, a score of 50 would be expected performance and over 90 would be exceptional.

CRITICAL SCHEDULE FACTORS:

Unsatisfactory – 0-59

- Compliance to delivery schedule did not meet most of the requirements of the PWS.
- Contractor did not implement corrective action to recover from schedule slips.
- The excessive schedule slips caused overall serious impacts to overall program objectives.

Marginal- 60-69

- Compliance to delivery schedule did not meet some of the requirements of the PWS.
- Contractor's attempts to recover from schedule slips were only marginal effective.
- The frequent schedule slips caused some serious impacts to overall program objectives.

Satisfactory- 70-79

- Compliance to delivery schedule met the requirements of the PWS.
- Contractor implemented corrective actions to recover from schedule slips.
- The occasional schedule slips caused some minor impacts to overall program objectives.

Good- 80-85

- Compliance to delivery schedule exceeded some of the requirements of the PWS.

- Contractor corrective action to recover from schedule slips were effective.
- The infrequency of schedule slips were beneficial to overall program objectives.

Very Good- 86-90

- Compliance to delivery schedule exceeded many of the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective.
- The tight adherence to schedule requirements were beneficial to overall program objectives

Exceptional- 91-95

- Compliance to delivery schedule exceeded the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective and accurate.
- The tight adherence to schedule requirements were beneficial, and effective to overall program objectives.

Outstanding- 96-100

- Compliance to delivery schedule exceeded and went beyond the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective, accurate, and contributed to adding additional customers.
- The tight adherence to schedule requirements were beneficial and customer motivated to the overall program objectives

Method of Performance Assessment:
Schedule: Review tasking schedules, met, exceeded or did not meet as defined in PWS and contractor reports. Schedule performance depends partly (one third) on timely quick-look data analysis and partly (two thirds) on timely post processing. In evaluating quick-look schedule performance we will award 50% for next day delivery (expected) and 100% for same day reporting (exceptional), averaged over all the " passes". For post-processing, the scale will be based on 50% for a final report in 4 weeks (expected) and 100% for 2 weeks (exceptional).

COST FACTORS:

Unsatisfactory-0-59

- Contractor's lack of ability to forecast, manage, and control costs, caused excessive increase in costs.
- Contractor's expenditure of hours were not appropriate for products and services provided.

Marginal-60-69

- Contractor's lack of ability to forecast, manage, and control costs, caused some increase in costs.
- Contractor's expenditure of hours were sometimes not appropriate for products and services provided.

Satisfactory-70-79

- Contractor's forecast, management, and control of costs met requirements, and the costs remained constant.
- Contractor's expenditure of hours was appropriate for products and services provided.

Good-80-85

- Contractor's forecast, management, and control of costs exceeded requirements, and some cost savings were beneficial to the government.
- Contractor's expenditure of hours was effective for products and services provided.

Very Good Plus-86-90

- Contractor's forecast, management, and control of costs exceeded requirements, and all cost savings were beneficial to the government.
- Contractor's expenditure of hours was beyond effective for products and services provided.

Exceptional-91-95

- Contractor's forecast, management, and control of costs exceed requirements, and vast cost savings were beneficial to the government.
- Contractor's expenditure of hours was highly effective for products and services provided.

Outstanding- 96-100

- Contractor's forecast, management, and control of costs exceed requirements, and vast cost savings were overwhelmingly beneficial to the government.
- Contractor's expenditure of hours was far beyond highly effective for products and services provided.

Method of Performance Assessment:

Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports. The expected cost (an award of 50%) will be based on the cost of six similar employees performing the functions of tracking, data collection, and data analysis. Exceptional cost performance (100%) will be awarded if the contractor accomplishes these tasks with three employees.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0009	2008 Aug 01	1300109203	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: D. WINFIELD
(760) 939-9661
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $352,380.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED *(YYYYMMMDD)*	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		662	Hours	$27,072.00
	CM/DM, testing, facilities, O&M for AV-8B/F/A-18/HARM WSSA MLV In accordance with Section C This task order is severable CPAF			

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$27,072.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		
	For Navy accounting purposes only PURCHASE REQUEST NUMBER: 1300109203	
	ACRN AA CIN: 130010920300001	$27,072.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		3,970	Hours	$160,079.00
	CM/DM, testing, facilities, O&M for AV-8B/F/A-18/HARM WSSA MLV In accordance with Section C CPAF			

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$160,079.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		3,970	Hours		$165,229.00
	CM/DM, testing, facilities, O&M for AV-8B/F/A-18/HARM WSSA MLV In accordance with Section C CPAF				

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$165,229.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
CONFIGURATION/DATA MANAGEMENT, TESTING, FACILITIES
Operations And Maintenance for the
AV-8B/F/A-18/Harm Weapons System Support Activity (WSSA)
Memory/Loader Verifiers
Contract N68936-08-D-0016 T.O. 0009
1 August 2008

Applicable Contract Statement of Work paragraphs: 3.4.1, 3.4.6, 3.4.9, 3.5.1, 3.5.4, 3.5.6, 3.5.7, 3.6.1, 3.9.1, 3.9.2, and 3.9.4

1 **Scope**. The scope of this task order includes data management/handling, hardware/software testing, and operation and maintenance for the Memory Loader/Verifier Facility (herein referred to as the Facility), for the Memory Loader Verifier Set (MLVS) AN/USQ-131 (previously referred to as MX-11528/U Rapid Reprogramming Terminal (RRT)).

1.1 **Background.** The Software Engineering Branch 3 (Code 414300D), Software Engineering Division, Systems Engineering Department is tasked with Memory Loader Verifier Set (MLVS) support, and Avionics/Electronic Warfare Operational Flight Program (OFP) Aircraft & Laboratories loading support to a variety of customers, including but not limited to F/A-18 and AV-8B programs.

2 **Applicable Documents**.

2.1 Specifications, Standards, And Handbooks.

a. A1-AV8BB-SCM-000 -- Technical Manual Organizational Maintenance Software Configuration Manual
b. A1-F18AC-SCM-000 -- Technical Manual Organizational Maintenance Software Configuration Manual for F/A-18A/B/C/D 161353 and Up
c. A1-F18EA-SCM-000 -- Technical Manual Organizational Maintenance Software Configuration Manual for F/A-18E/F 165533 and Up
d. MIL-STD-2217 -- Requirements for Memory Loader/Verifier Multiplex Bus Interface with Avionics Systems
e. NAVAIR 16-30USQ131-1 TO 31S5-2USQ131-21 -- Technical Manual, Operation, Organizational and Intermediate Maintenance with Illustrated Parts Breakdown Memory Loader-Verifier Set AN/USQ-131A2.2 Other Government Documents, Drawings, And Publications.

f. OFPL-014FAC-95-001-G -- Operations Procedures for the Memory Loader/Verifier Facility
g. Hardware Tracking System (HTS) Database
h. Work Request (WR) Database
i. OFPL-024-A -- MLVS Memory Card Labeling & MLVS File Naming Conventions
j. SDN 3103-056 -- Software Configuration Management Plan for AV-8B Systems Engineering Branch and AV-8B Avionics and Weapons Integration Branch
k. SDN AV8B-816 – Configuration Management Policy for the AV-8B JSSA
l. SDN AV8B-829 – AV-8B Configuration Management Plan OSCAR 1.2 OFP Annex
m. SDN AV8B-887 – AV-8B Software Test Plan and Procedures for the Radar and Night Attack OC1.2 Operational Level Ground Support Loading
n. SDN AV8B-888 – AV-8B Software Test Plan and Procedures for the Trainer OC1.2 Operational Level Ground Support Loading
o. SDN AV8B-893 – AV-8B OC1.2 User Manual for the AN/USQ-131 MLVS Using the AV-8B Trainer Harrier
p. SDN AV8B-894 – AV-8B OC1.2 User Manual for the AN/USQ-131 MLVS Using the AV-8B Radar and Night Attack Harriers

q. OFPL-077 – MLVS Executive Version 9 Test Plan
r. OFPL-037-5 -- Interim Procedures for Reprogramming the Executive Software for the MLVS
s. OFPL-030-0 -- User's Manual for the OFP Loader Station
t. OFPL-063-- Interim File Processing for MLVS User Manual

3 Performance Requirements.

3.1 General. Operation and maintenance instructions, as they pertain to the tasking are listed in the documents referenced in Section 2.1. Details for most of the tasking listed below is described in the Operations Procedures for the Facility, System Test Procedures, and User Manuals as listed in Section 2.2. The Government will provide tasking electronically or via the Contractor's in-basket. The Government may require overtime in support of the tasks identified below. The Contractor shall perform assigned tasking using established processes described in Section 2. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.2 Configuration/Data Management. The Contractor shall:

a. Enter software loading data on forms used in the Facility including the Loader Facility Work Request, the 414300D Anomaly/Test Report, Telephone Log Sheets, and the Media Log Sheets, which track all Facility activities. (See paragraphs 2.2.a, 2.2.b, and 2.2.c.)

b. Update the HTS database on a weekly basis, to reflect the shipping and receiving of: AV-8B/F/A-18 MLVSs, PC Cards, the associated assets and the Operational Flight Programs (OFPs) and/or the User Defined Files (UDFs) that have been installed on PC Cards. The Government will provide input information via the WR Database. (See paragraphs 2.2.a and 2.2.b.)

c. Ensure that OFP Loaders (MLVSs) and OFP Loader media (PC Cards) to be shipped have the associated DD 1149 shipping documents prepared and are delivered to Shipping (Code 822222D), and that OFP Loader items such as loaders and media received are picked up from receiving (Code 822221D). This tasking shall be part of the WR Database and shall be provided as noted above in Section 3.0. (See paragraph 2.2.a.)

d. Track and log configuration data, which includes Facility, MLVS documents and software received/distributed by 414300D in accordance with 414300D procedures listed in Section 2.0. (See paragraphs 2.2.a and 2.2.d.)

e. Electronically file Facility forms in the HTS database, file aircraft documentation updates; prepare address labels for software loading media packages for Fleet distribution; The contractor shall also prepare software loading media labels which are applied to the media for easy identification by the user. (See paragraph 2.2.a.)

3.3 Hardware/Software Testing. The requirement for hardware/software testing is a result of the changing software loading requirements, and new versions of avionics software being tested (lab and flight) and distributed for the AV-8B, F/A-18, HARM and other platforms. Software loading requirement changes occur when modifications to, or additions are made, to the avionics on board these platforms. Testing must be completed in the lab and at the aircraft to ensure that the current OFP loaders (MLVS) can continue to support loading the aircraft.

In FY08 there will be testing of H5.O and H6.0 for the AV-8B aircraft. For the F/A-18, there will be the completion of the 19C, 20X, H3E and H4E release for the U.S Fleet as well as software releases for Finland, Switzerland, Kuwait, Australia, Malaysia, and Thailand. There will be one HARM release. There will also be one MLVS Executive Software release in FY08 that will require retained function testing on F/A-18 and AV-8B aircraft.

In preparation of the expected testing in FY08, the contractor shall:

a. Install data files such as: OFPs, User Data Files (UDFs), and boot loads, etc., onto PC Cards to support developmental testing, Test and Evaluation (T&E), and Fleet releases. Part of the installation procedure may include preprocessing of the data file so that it is in the correct format for transfer to the PC card. This tasking shall be initiated by a Facility Work Request, via the Contractor's "in-basket" (See paragraphs 2.2.a. and 2.2.o.)

b. Load avionics boxes as required by the AV-8B and F/A-18 aircraft platforms using the MLVS loaders when there are additions or modifications to the avionics on board. It is expected that there will be two per quarter of these special loads. (See paragraphs 2.1.a, 2.1.b, 2.1.c, 2.1.d, 2.2.f, 2.2.e, 2.2.g, 2.2.h, 2.2.i, 2.2.j, and 2.2.k)

c. Perform testing with the MLVS, using approved Test Procedures, as listed in Section 2.2, to test modifications (either hardware or software) which are controlled by new or changed loading requirements for the F/A-18 and AV-8B aircraft. Test results may require generation of a test report **(CDRL B001)**. (See paragraphs 2.2.h, 2.2.i and 2.2.l)

d. Periodically conduct developmental tests of the MLVS software loading capabilities per testing criteria to verify Executive software and/or lookup table changes. All deficiencies shall be provided to the TA in writing. **(CDRL B001)** (See paragraphs 2.2.h, 2.2.i, 2.2.l and 2.2.m)

e. Review and provide written comments on draft Test Plans and Test Procedures to the TA and originator within 10 working days of receipt. **(CDRL B002)**

f. Conduct final testing of newly modified/developed executive software or file format conversion programs using official Test Procedures, as listed in Section 2.2, and provide test results to the TA. **(CDRL B001).** The Government will provide these Test Procedures in hard-copy form to the Contractor's "in-basket." (See paragraphs 2.2.h, 2.2.i and 2.2.l)

g. Schedule and/or obtain, and prepare AV-8B aircraft or F/A-18 aircraft to support the testing requirements for MLVS loading capabilities. This includes scheduling AV-8B aircraft through the Aircraft Scheduler, F/A-18 aircraft by submitting a 'fly me', then verifying with flight schedulers, and HARM Command Launch Computer (CLC) access through Quality Assurance (QA). (See paragraph 2.2.a.)

h. Schedule and/or obtain, AV-8B, F/A-18, HARM, and EW lab facilities as required to support the testing requirements for MLVS. AV-8B facilities are scheduled through the AV-8B server, which contains the lab schedules. F/A-18 lab facilities are scheduled by submitting the request to Facility Coordinator. HARM CLC access is scheduled through HARM QA. EWIL access is scheduled through the EW Project Manager. (See paragraph 2.2.a.)

i. Schedule and obtain AV-8B and F/A-18 seat checks every six months at a minimum. The AV-8B seat checks are obtained in Hangar 3, Seat Shop. The F/A-18 seat checks are obtained in Hangar 3 in the Egress Shop. Certification in use of power carts (MMG1/1A and MMG2) are required one-time only in order to conduct testing of MLVS aircraft loading. The power cart certifications are obtained at the Power Cart Compound Training Room. (See paragraph 2.2.a.)

j. Coordinate with Quality Assurance (QA) personnel to check PC cards or any other media used to release software to the Fleet by filling out the QA request form; inform the QA personnel by telephone or E Mail message that the media is ready; verify the media; complete and log the QA request and distribute the media in accordance with WSSA distribution instructions. These procedures are detailed in Operations Procedures as listed in paragraph 2.2.a.

k. Log Fleet/Depot MLVS / PC Cards questions or problems; trouble shoot and test to provide results to the questions or problems if required; and provide results to the TA in writing for review and approval.

(CDRL B003). This tasking shall be part of the WR DataBase and shall be provided as noted above in Section 3.0. (See paragraphs 2.2.a, 2.2.b and 2.2.c)

l. Verify the technical accuracy of the Technical Manuals (listed in Section 2.0) used for I-level maintenance of the MLVS / PC Cards for diagnosis of MLVS and PC Cards malfunctions and if Manual deficiencies are found submit in writing to TA (**CDRL B004**). This may occur once a year. (See paragraphs 2.2.a and 2.2.n)

3.4 Facility Operations And Maintenance. The Contractor shall:

a. Notify the TA in writing if Facility equipment located in the MLV Shop, Hangar 3, Room 3151 (i.e., the PC and PC Card drives that is required to load and copy OFPs and/or UDFs to PC Cards is not in operational-ready condition. (See paragraphs 2.1.e and 2.2.a)

b. Report problems with Facility computers to the Computer Services contact in Code 414300D. (See paragraph 2.2.a.)

c. Troubleshoot and provide repair or reconfiguration recommendations to the TA if the OFP load or copy capability goes down during use. (See paragraphs 2.1.e and 2.2.a)

d. Prepare failure reports **(CDRL B005)** for all downtime of the Facility due to equipment/computer failures that exceed eight (8) hours. Emergency failure reports may be provided verbally to the TA. . (See paragraph 2.2.a.)

e. Update the "Operations Procedures for the Memory Loader/Verifier Facility" (paragraph 2.2.a) to reflect any changes in or additions to the operations of the Facility that may occur. **(CDRL B006)**. This task is required when existing Facility operations are changed or added due to new software deliveries and/or new equipment deliveries.

f. Share knowledge of the operations, maintenance of the Facility with Government and Contractor personnel assigned to the Facility, by participating in OFP Loader Team meetings (conducted every other week) and Facility Coordination Meetings (conducted on a weekly basis).

g. As MLV Shop Lead, the Contractor shall:

(1) Act as the China Lake Point of Contact (POC to the AV-8B Support Equipment Program Office (SEPO) at NAWCAD, Lakehurst.

(2) Attend Progress Review Board (PRB) meetings and deliver monthly status reports.

(3) Prioritize MLV Shop tasking as it arrives and determine and resolve conflicts with contractor personnel schedules and workload.

(4) Consult and work with Loaders Task Team Lead (TTL) to resolve conflicts and provide estimates, when required, of MLV Shop tasking.

(5) Recommend and make process improvements to help complete tasks more efficiently and cost effective.

(6) Ensure that shop equipment is kept in running order and repair, as required, in a timely manner and recommend replacements/upgrades as necessary to meet all work requirements.

(7) Convene regular Shop meetings to address tasking, questions and issues.

3.5 Access to Government Vehicle (USN):

The Government may require the Contractor to operate Government-owned vehicles, when available, on- and off- Center while performing tasks under this PWS. Potential uses of Government-owned USN vehicles may include: {i.e: (a) attend meetings, (b) transport data, equipment, and material to/from various locations}. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with Section I of this Basic contract (FAR 52.228-7)

c. Meet all requirements of FAR 45 and clauses 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30- SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000006107
AMOUNT: $27,072.00
CIN 130010920300001: $27,072.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 130 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

Attachment (1) QASP
Attachment (2) CDRLs
Attachment (3) DD254 (sent separately)

Attachment (1)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0009

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 60% (weight) Performance, Schedule and Cost must add to 100%

PERFORMANCE FOR THIS TASK ORDER MEANS:

1. Technical accuracy and completeness of deliverables are in accordance with the Performance Work Statement.
2. All software loaded correctly in preparation of testing:
   (1) Minor Error
   An error in a delivered product that, when fixed, does not impact QA or Fleet delivery schedules will be considered a "Minor Error". These errors may be noticed "in-house" and reported by the MLVS shop lead; if caught externally, would be reported by the QA personnel. An example of a minor error would include: Mislabeling the PC card, using the wrong LUT or software, etc. Minor errors do not impact teams or schedules, nor are they detrimental to the reputation of the MLV shop.

   (2) Major Error
   An error in a delivered product that, when fixed, adversely affects either teams, schedules or reflects poorly on the MLV shop will be considered a "Major Error". These errors will be reported by a QA specialist or an F/A-18 (or other team) test engineer. An example of a major error would include: any error which caused corruption of the WRAs in the lab or aircraft, FOD'ing the aircraft, adversely impacting operations for flight test or fleet release, using incorrect or incomplete LUT or software which causes a complete PC card rebuild, or any other major error that, when encountered, is detrimental to the reputation of the MLV shop and causes schedule delays. See continuation page

SCHEDULE 30% (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:

1. Contractor's responsiveness to the task schedule requirements.
2. All CDRLS and deliverables on time, accurate, and complete.
3. Software loaded timely with no adverse impact to test schedule.

See continuation page

COST 10% (weight)

COST FACTORS:	
1. Overall task is completed within costs negotiated on the Task Order. 2. Proposal includes labor categories appropriate to level of work required by the PWS. 3. Recommendations for improvements results in cost savings to the Government. See continuation page	
EVALUATOR (b)6	DATE 6-2-08

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Software Fleet Releases / Software Test Flights Requests Accuracy @ Deliver during reporting period.	0 Faults-130% Satisfaction 1 Minor Fault-120-129 % 2 Minor Faults-110-119% 3 Minor Faults-100-109% 1 Major Fault-80-99% 2 Major Faults-60-79% > 2 Major Faults-0-59%	• Conduct independent surveys • Review and validate contractor metrics • Quality Assurance metrics
Financial Report Accuracy for financial reports generated to program sponsors during reporting period.	0 Errors-130% Satisfaction 1-2 Minor errors-120-129 % 3-4 Minor errors-110-119% 5-6 Minor errors-100-109% 1 Major errors-80-99% 2 Major errors-60-79% > 2 Major errors-0-59%	• Conduct independent surveys • Review and validate contractor reports/records/metrics • Government Review
CM/DM Data base accuracy during reporting period	0 Errors-130% Satisfaction 1-2 Minor errors-120-129 % 3-4 Minor errors-110-119% 5-6 Minor errors-100-109% 1 Major errors-80-99% 2 Major errors-60-79% > 2 Major errors-0-59%	• Review and validate contractor reports/records/metrics • Government Review of Data base output

Schedule Objective	Schedule Standard and Acceptable Quality Level	Method of Schedule Assessment
Software Fleet Release / Software Test Flight requests Delivery (% of estimated schedule)	>20% early-130% Satisfaction 10-19% early-129 % 0-9%early-110-119% On Schedule-100-109% 0-9% late-80-99% 10-25% late-60-79% > 25% late-0-59%	• Conduct independent surveys • Review and validate contractor metrics • Government Schedule Review
Financial Report Delivery (Monthly reports to Sponsor) (evaluated on working days)	5 days early-130% Satisfaction 3-4 days early-120-129 % 1-2 days early-110-119% On Time-100-109% 1-2 days late-80-99% 3-4 days late-60-79% > 5 days late-0-59%	• Conduct independent surveys • Review and validate contractor reports/records/metrics • Government Review
CM/DM Data base entry of tracking information (evaluated on working days)	1 day -130% Satisfaction 2-3 day latency -120-129 % 4-5 day latency-110-119% 6-7 day latency-100-109% 8-9 day latency-80-99% 10 day latency-60-79% > 10 day latency-0-59%	• Review and validate contractor reports/records/metrics • Government Review of Data base output

Cost Objective	Cost Standard and Acceptable Quality Level	Method of Cost Assessment
Ensure effective cost control.	5% below budget-130% satisfaction 3-4% below budget-120-129 % 1-2% below budget-110-119% On Budget-100-109% 1-2% over budget-80-99% 3-4% over budget-60-79% 5 of more% over budget-0-59%	• Review/validate contractor reports
Ensure accurate cost data collection and reporting.	0 Errors-130% Satisfaction 1-2 Minor errors-120-129 % 3-4 Minor errors-110-119% 5-6 Minor errors-100-109% 1 Major errors-80-99% 2 Major errors-60-79% > 2 Major errors-0-59%	• Review/validate contractor reports

Attachment (2)

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY:
	B	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
C/DM, Testing, Facilities Operations & Maintenance	STARS II T.O. 0009	Jacobs N68936-08-D-0016

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B001	TECHNICAL REPORT – STUDY/SERVICES	Test Report

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	SOW Para 3.3.c., 3.3.d., 3.3.f.	NAVAIRWD CODE 414300D

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	SEE BLK 16	ASREQ	SEE BLK 16

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
N/A	N/A	SEE BLK 16

Block 16: Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution statement shall be provided by Government prior to 1st submittal.

Block 12 & 13: To be delivered NLT 10 DA completion of test.

Block 14: Shall be delivered in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 414300D	0	1	0
Code 210000D		LTR	ONLY
15. TOTAL	0	1	0

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	080225	Jean Winfrey DRRB Chairperson	080603

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT **B**	C. CATEGORY: TDP TM OTHER: MISC
D. SYSTEM/ITEM **C/DM, Testing, Facilities Operations & Maintenance**	E. CONTRACT/PR NO. **STARS II TO 0009**	F. CONTRACTOR **Jacobs N68936-08-D-0016**
1. DATA ITEM NO. **B002**	2. TITLE OF DATA ITEM **TECHNICAL REPORT – STUDY/SERVICES**	3. SUBTITLE **Test Plan and Test Procedure Comments**
4. AUTHORITY *(Data Acquisition Document No.)* **DI-MISC-80508B**	5. CONTRACT REFERENCE **SOW Para 3.3.e**	6. REQUIRING OFFICE **NAVAIRWD CODE 414300D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
N/A		**N/A**	**SEE BLK 16**

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414300D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

Block 16: Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution statement shall be provided by Government prior to 1st submittal.

Block 12 & 13: To be delivered NLT 10 DA receipt of work request.

Block 14: Shall be delivered in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080225**	Jean Winfrey **DRRB Chairperson**	**080603**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT **B**	C. CATEGORY: TDP TM OTHER: MISC
D. SYSTEM/ITEM **C/DM, Testing, Facilities Operations & Maintenance**	E. CONTRACT/PR NO. **STARS II T.O. 0009**	F. CONTRACTOR **Jacobs N68936-08-D-0016**
1. DATA ITEM NO. **B003**	2. TITLE OF DATA ITEM **TECHNICAL REPORT – STUDY/SERVICES**	3. SUBTITLE **Question/Problem Results**
4. AUTHORITY *(Data Acquisition Document No.)* **DI-MISC-80508B**	5. CONTRACT REFERENCE **SOW Para 3.3.k**	6. REQUIRING OFFICE **NAVAIRWD CODE 414300D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

Block 16: Remarks

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Block 9: Distribution statement shall be provided by Government prior to 1st submittal.

Block 12 & 13: Initial submittal to be submitted NLT 5 DA receipt of question/problem. Final submittal to be delivered NLT 1 DA receipt of Government comments with comments incorporated.

Block 14: Shall be delivered in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

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	Draft	Final	
		Reg	Repro
Code 414300D	**0**	**1**	**0**
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D. SYSTEM/ITEM **C/DM, Testing, Facilities Operations & Maintenance**	E. CONTRACT/PR NO. **STARS II T.O. 0009**	F. CONTRACTOR **Jacobs N68936-08-D-0016**
1. DATA ITEM NO. **B004**	2. TITLE OF DATA ITEM **TECHNICAL REPORT – STUDY/SERVICES**	3. SUBTITLE **Technical Manual Deficiencies**
4. AUTHORITY *(Data Acquisition Document No.)* **DI-MISC-80508B**	5. CONTRACT REFERENCE **SOW Para 3.3.1**	6. REQUIRING OFFICE **NAVAIRWD CODE 414300D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
N/A		**N/A**	**SEE BLK 16**

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	Draft	Final	
		Reg	Repro
Code 414300D	**0**	**1**	**0**
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G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080225**	Jean Winfrey **DRRB Chairperson**	**080603**

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CONTRACT DATA REQUIREMENTS LIST
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	B	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
C/DM, Testing, Facilities Operations & Maintenance	STARS II T.O. 0009	Jacobs N68936-08-D-0016

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B005	TECHNICAL REPORT – STUDY/SERVICES	Failure Report

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	SOW Para 3.4.d	NAVAIRWD CODE 414300D

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	SEE BLK 16	ASREQ	SEE BLK 16

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
N/A	N/A	SEE BLK 16

Block 16: Remarks

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Block 12 & 13: To be delivered NLT 1 DA failure.

Block 14: Shall be delivered in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 414300D	0	1	0
Code 210000D		LTR	ONLY
15. TOTAL	0	1	0

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	080225	Jean Winfrey DRRB Chairperson	080603

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
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	B	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
C/DM, Testing, Facilities Operations & Maintenance	STARS II T.O. 0009	Jacobs N68936-08-D-0016

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B006	TECHNICAL REPORT – STUDY/SERVICES	Operations Procedures Update

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	SOW Para 3.4.e	NAVAIRWD CODE 414300D

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	SEE BLK 16	ASREQ	SEE BLK 16

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A	N/A	SEE BLK 16

Block 16: Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution statement shall be provided by Government prior to 1st submittal.

Block 12 & 13: Initial submittal to be delivered NLT 10 DA any change/addition to the operations of the facility. Final submittal shall be 5 DA receipt of Government comments with comments incorporated.

Block 14: Shall be delivered in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414300D	0	1	0
Code 210000D		LTR	ONLY
15. TOTAL	0	1	0

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	080225	Jean Winfrey DRRB Chairperson	080603

DD Form 1423-1, 1 Jun 9090

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0010	2008 Aug 01	1300110049	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: M KOERNER
(760) 939-2866
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $413,728.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL
31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.
32. PAID BY

30. INITIALS
33. AMOUNT VERIFIED CORRECT FOR
34. CHECK NUMBER
35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED *(YYYYMMMDD)*	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		704	Hours		$33,243.00
	Squadron Tech & Military Admin Support				
	In accordance with Section C Performance Work Statement				
	CPAF				
	This task order is severable.				
	FOB: Destination				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$33,243.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101					
	For Navy Accounting Purposes Only				
	CPAF				
	FOB: Destination				
	PURCHASE REQUEST NUMBER: 1300110049				
	ACRN AA CIN: 130011004900001				$33,243.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		3,875	Hours		$187,116.00

Squadron Tech & Military Admin Support
In accordance with Section C Performance Work Statement
CPAF
This task order is severable.
FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$187,116.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		3,875	Hours		$193,369.00

Squadron Tech & Military Admin Support
In accordance with Section C Performance Work Statement
CPAF
This task order is severable.
FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$193,369.00

Section C - Descriptions and Specifications

DECRIPTIONS AND SPECIFICATIONS

PERFORMANCE WORK STATEMENT (PWS) SQUADRON TECHNICAL AND MILITARY ADMINISTRATIVE SUPPORT
N68936-08-D-0016, T.O. 0010
1 August 2008

Applicable Contract SOW Paragraph Numbers: 3.5, 3.8

1 **Scope.** The scope of this task order is to provide technical and military administrative support in the areas of data entry, military personnel records management, military correspondence, and command support documents, for military contractor oversight, search and rescue, and Fleet Response Center West Site China Lake (FRC West) officer and enlisted personnel to Air Test and Evaluation Squadron THREE ONE (VX-31) (Code 51J000D).

2 **Applicable Documents**. The Government will provide the most current version of the following documents to the Contractor.

2.1 NWC IDP 3680
2.2 OPNAVINST 4790 Naval Aviation Maintenance Program
2.3 OPNAVINST 1650 Military Awards Manual
2.4 Desk Book Procedures
2.5 BUPERSINST 1020.11P-1616.9A Enlisted Evaluation Manuals
2.6 NAVPERS 15560C Naval Military Personnel Manual
2.7 BUPERS PUBLICATIONS/DIRECTIVES CD-ROM
2.8 OPNAVINST 3120.32C
2.9 UCMJ

3 **Performance Requirements.**

3.1 General. The Government will provide tasking to the Contractor electronically, handwritten or computer-generated notes or instructions, or verbally via telecommunications or in person. The Contractor shall:

a. Perform military administrative support including: Naval messages, fitness reports, performance evaluations, instructions and notices, and, award recommendations and citations in accordance with the documents referenced in paragraphs 2.1 through 2.7.

b. Process correspondence and other documents including military leave papers, permanent change of duty station (PCS) packages, special officer requests (resignation, AEDO, special pay, and others as necessary), legal reports and records per paragraph 2.9, and certificates (promotion, advancement, good conduct, and others as necessary).

c. Generate other miscellaneous documents, including plan of the week, CSD and BUPERS documents, letters of instruction (LOI), welcome aboard and sponsor program, desk procedures, change of command and retirement scripts and awards, social rosters, zone inspections and others as necessary.

d. Have a working knowledge of the Military ranking structure and insignias, Military chain of command, and standard Military protocol for all services.

3.2 Database Administration. In performance of these tasks, the Contractor shall refer to paragraphs 2.1, 2.3 through 2.7. The Contractor is authorized to work overtime at the request, verbally or in writing, of the customer in support of this effort. The Contractor shall:

a. Perform editing, formatting, coordination and data entry in support of military personnel records management.

b. Utilizing various existing websites and servers, provide data handling support including:

(1) Updating flight-related data in databases
(2) Generating reports for distribution to various agencies at regular intervals
(3) Maintaining monthly flight data (e.g. pilot, aircrew, aircraft, project, proficiency of flight data)

c. Data entry into the Squadron Administration database and management information system of vital personnel information including, but not limited to:

(1) Performance evaluation
(2) Fitness reports
(3) Awards documentation
(4) Disciplinary actions, punitive or non-punitive, IAW paragraph 2.9
(5) Recall lists
(6) Individual augment (IA) list
(7) Military timecards
(8) Contact list

3.3 Military Document Control. The Contractor shall transition military documents between tenant commands as needed. The Contractor shall also update and maintain military records and return to tenant command for final processing in accordance with the document referenced in paragraph 2.8.

3.4 Maintain Desk Guide. The Contractor shall maintain and update the Desk Book Procedures, in accordance with the document referenced in paragraph 2.4. All updates and changes shall be discussed with and approved by the Technical Assistant prior to implementation.

3.5 Government-owned vehicles (USN). The Contractor may be required to use Government owned vehicles (when available) on- and off-Center, while performing tasks, under this PWS. Potential uses of Government-owned USN vehicles may include the transport of data, equipment, and material to/from various locations. The contractor shall:

a. Have a valid California driver's license.
b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with section I of this Basic contract (FAR 52.228-7).
c. Meet all requirements of FAR 45, and clauses 52.245-1, 52.245-9, and 5252.245-9500 while operating Government vehicles.

3.6 Non-Disclosure Certification. A Non-Disclosure document shall be signed, dated and provided to the COR for each Contractor assigned to this task order.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

CONTRACT ADMINSTRATION

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000013164
AMOUNT: $33,243.00
CIN 130011004900001: $33,243.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

SPECIAL CONTRACT REQUIREMENTS

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR : (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the STARS contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Overtime:

   a. No more than 54 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

LIST OF DOCUMENTS

Attachment 1: QASP
Attachment 2: DD 254 (Provided Separately)

Attachment 1

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data	
	Task Order No. 0010
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
PERFORMANCE 60 % (weight) **Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: 1. All work request documentation shall meet the requirements for each work request as required in the performance work statement (PWS) 2. Provide effective, efficient, and high quality products and services. 3. Provide effective planning and coordination with subcontractors and execution of tasking accomplished in an exceptional and timely manner. See continuation page	
SCHEDULE 30 % (weight)	
CRITICAL FACTORS IN THE SCHEDULE ARE: 1. Provide solutions that will result in the service or product being performed/completed on or ahead of schedule. 2. Ensure response times during government core work hours are met. 3. Process all data within timeframes specified in the PWS. See continuation page	
COST 10% (weight)	
COST FACTORS: 1. Contractor will ensure accurate cost data collection and reporting. 2. Contractor will ensure effective cost control. 3. Ensure that tasks are matched to appropriate skill levels. See continuation page	
EVALUATOR (b)6	DATE 3 July 2008

T.O. 0010 QASP continuation page

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	9

Method of Assessment:
Performance/Quality: Review performance to the requirements as defined in the PWS, customer surveys, and contractor reports.

Method of Assessment:
Schedule: Review work request tasking schedule, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

Method of Assessment:
Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0011	2008 Aug 01	1300109335	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY 03QT6
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $2,802,686.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		4,860	Hours		$217,884.00

F/A-18 Advanced Weapons Laboratory

In accordance with Section C Performance Work Statement (PWS). This task order is Severable.

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$217,884.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting Purposes Only	

CIN: 130010933500001 ACRN AA $14,206.00

PURCHASE REQUEST NUMBER: 1300109335

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102	For Navy Accounting Purposes Only	

CIN: 130010933500002 ACRN AB $14,206.00

PURCHASE REQUEST NUMBER: 1300109335

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounting Purposes Only	

CIN: 130010933500003 ACRN AC $70,000.00

PURCHASE REQUEST NUMBER: 1300109335

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000104	For Navy Accounting Purposes Only		
CIN: 130010933500004		ACRN AD	$119,472.00

PURCHASE REQUEST NUMBER: 1300109335

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		27,410	Hours		$1,272,064.00

F/A-18 Advanced Weapons Laboratory

In accordance with Section C Performance Work Statement (PWS). This task order is Severable.

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,272,064.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		27,410	Hours		$1,312,738.00

F/A-18 Advanced Weapons Laboratory

In accordance with Section C Performance Work Statement (PWS). This task order is Severable.

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,312,738.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT
AND SOFTWARE QUALITY ASSURANCE SUPPORT
for the
F/A-18 Advanced Weapons Laboratory
Contract N68936-08-D-0016, T.O. 0011
1 August 2008

Applicable Contract SOW paragraphs: 3.1, 3.2, 3.4, 3.5, 3.6, and 3.8

1 **Scope.** The scope of this task order includes: management and operation of multiple libraries; conducting studies, analysis and assessment; project planning, technical reviews, preparing documentation and performing administration and enhancements for database systems; information technology services; data and information handling and administration; configuration management/data management; quality assurance and business services in support of the F/A-18 Advanced Weapons Laboratory. The scope also includes data maintenance and distribution for the Avionics Department, 450000D and the Systems Engineering Department, 410000D, limited to integrated Product Team (IPT) to IPT and IPT to Competency only.

1.1 **Background**. The Naval Air Warfare Center, China Lake, (NAWCWD) F/A-18 Advanced Weapons Laboratory (AWL) Integrated Product Team (IPT) is responsible for Software Configuration Set/Operational Flight Program (SCS/OFP) maintenance, development, and testing. The F/A-18 AWL IPT has the responsibility for the continuing operation of the F/A-18 libraries, Configuration Management/Data Management (CM/DM), and Software Quality Assurance (SQA) to provide support for the IPT, affiliated organizations, and Foreign Military Sales (FMS). These activities span the F/A-18 weapon systems for the entire life cycle of the aircraft.

The CM/DM and Software SQA team serves as the hub of the F/A-18 AWL IPT. Additionally, there is varied CM, DM, and SQA tasking of assorted products and processes to facilitate F/A-18 AWL IPT operations between NAVAIR-WD, various Government activities, FMS customers, and DoD Contractors.

2.0 Applicable Documents.

2.1 F/A-18 Software Support Library (SSL) Desk Procedures
2.2 F/A-18 Radar Task Team Support Desk Procedures
2.3 F/A-18 Engineering Support Library (ESL) Desk Procedures
2.4 F/A-18 Quality Assurance Desk Procedures
2.5 F/A-18 Project Office Desk Procedure
2.6 F/A-18 WSSA Management and Systems Engineering Process Manual
2.7 Configuration Management Standards Summary for the F/A-18 Integrated Product Team Advanced Weapons Laboratory, AWL-REPORT-032
2.8 Data Management Standards Summary for the F/A-18 Integrated Product Team Advanced Weapons Laboratory, AWL-REPORT-137
2.9 Configuration Management Review and Audit Plan for the F/A-18 Integrated Product Team Advanced Weapons Laboratory, AWL-PLNPROC-037
2.10 Data Management Review and Audit Plan for the F/A-18 Integrated Product Team Advanced Weapons Laboratory, AWL-PLNPROC-151
2.11 F/A-18 Process and Product Quality Assurance Plan (latest issue)
2.12 Various OFP Verification Procedures for AWL labs and aircraft
2.13 Industrial Security Manual, DOD 5220.22M
2.14 Technical Manual, Organizational Maintenance, Software Configuration Manual, Navy Model F/A-18A/B/C/D 161353 and Up, Doc. No. A1-F18AC-SCM-000, 1 Sep 1995, Change 7-1 May 1999 (or latest issue)
2.15 Technical Manual, Organizational Maintenance, Software Configuration Manual, Navy Model F/A-18E and F/A-18F 165533 and Up, Doc. No. (DM)A1-F18EA-SCM-000 dated 15 Sep 1999 (or latest issue)

2.16 Capability Maturity Model—Integrated, Systems/Software Engineering (CMM—SE/SW), Version 0.2b (Draft) (or latest issue)
2.17 F/A-18 Configuration Management Handbook
2.18 Configuration Management Plan for the F/A-18 Integrated Product Team Advanced Weapons Laboratory Cognizant Products
2.19 CMMI Guidelines for Process Integration and Product Improvement by Mary Beth Chrissis, Mike Konrad, Sandy Shrum, copyright 2003
2.20 Data Maintenance and Distribution deskbook procedures

3 Performance Requirements.

3.1 General. The Government may require contractor travel, training and/or overtime in support of this Task Order. Tasking will be provided via request form, e-mail, fax, or Contractor's "In-basket". Required milestones and/or deliverables will be indicated with each task. Attendance and participation at meetings will be required to support the various tasks. The Government may require the Contractor to operate Government-owned vehicles, on- and off-Center, while performing tasks under this Task Order. The contractor shall use the Industrial Security Manual (in accordance with the document referenced in paragraph 2.13 or latest security directives). While the Contractor is required to follow these established processes in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government. The Contractor shall:

a. Assemble, maintain, and use as a reference the most current Desk Procedures and guidelines (see documents referenced in 2.1 – 2.11, 2.17 and 2.18) in the execution of the tasks delineated in this PWS.

b. Provide the Technical Assistant (TA) with a copy of all materials such as Desk Procedures **(CDRL B001)**, CM/DM/QA Plans, and associated procedures used by the team to carry out their tasking. All new and updated procedures shall be **electronically** submitted to the TA for review and approval, prior to implementation.

c. Provide a copy of all deliverables in the specified format, or as negotiated between the TA and Project Lead.

d. Participate in status, planning, review, and/or Technical Interchange meetings with the TA and other members of the AWL to discuss projects, schedules, tasking, processes, priorities, and action items.

e. Participate in Government process development, improvements and related training, and identify potential improvements in systems and processes. These activities are intended to support AWL management initiatives to prepare for Software Engineering Institute (SEI) assessments and implement process improvements (see documents referenced in paragraphs 2.16 and 2.19).

f. Attend and participate in the planning, initiation, and review of projects from a CM/DM and/or SQA perspective when invited by the Government.

g. Ensure compliance of CM/DM processes to F/A-18 libraries' written procedures (documents referenced in paragraphs 2.1, 2.2, and 2.3). Reviews and audits will be conducted by members of the F/A-18 SQA team.

h. Maintain a list of all reference materials used for the tasking in this PWS, where the materials can be found, and identify the PWS function to which each reference applies. The contractor shall ensure that the listing **(CDRL B002)** is complete and accurate. This list shall be updated quarterly and delivered **electronically** to the TA **(e.g. 15 December, 15 March, 15 June, and 15 September).**

i. Train and/or cross-train all CM/DM and SQA team members in the use of various kinds of hardware and software, and processes and procedures.

j. Ensure coverage of the AWL office and Libraries to support customer requests from 0700 to 1700, on the Base flex work schedule. Deviations from these schedules will be with the approval of the Project Lead and TA. SQA work schedule may vary, as appropriate to support scheduled aircraft and lab usage.

k. Provide unclassified and classified data and information handling services, where requested within the AWL.

l. Ensure at least one member of the Contractor's assigned personnel possess a clearance above Secret, in order to support AESA or other programs, if required.

m. Operate and maintain two Government-provided (2) GFP/CAP vehicles, to support the requirements of this PWS, in compliance with 5252.245-9500. While this vehicle will be registered in the Contractor's name, these vehicles are Government-owned. Additionally, the Contractor employees shall:

(a) Maintain a valid California driver's license.
(b) Perform all required vehicle maintenance and repairs (including vehicle smog checks).
(c) Use the most cost-effective/economical means available to fuel the vehicles (using the Government fuel farm or Contractor's negotiated local gas station).
(d) Maintain insurance coverage to include the vehicles and Contractor employees driving the vehicles.
(e) Utilize other STARS Task Order vehicle(s) (as designated by the Contracting Officer and Contracting Officer Representative), on a non-interference basis, to support this T.O 0011.

n. Upon approval of the Contracting Officer, COR, and TA, replace an inoperative vehicle, as needed to meet the daily requirements of this PWS.

o. Be provided Government Furnished Property (GFP) for the performance of this T.O.

p. Not provide, distribute, transmit or otherwise convey F/A-18 data to anyone not on the library access list or who does not have a one-time access signed form without contacting the TA first.

q. Contractor personnel may be required to operate Government-owned vehicles, when available, "on-base" while performing tasks under this PWS. Potential **uses of Government-owned USN** vehicles, if available, includes: (a) transport of data and material to/from local Government support and supply facilities, (b) transport of OFP loaders, OFP media and related materials to/from the Advanced Weapons Laboratory (Hanger 5). To operate a USN vehicle, the contractor shall:

(a) Maintain a valid California driver's license.

(b) Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

(c) Meet all requirements of FAR 45, 52.245-1, 52.245-9, and 5252.245-9500 while operating Government vehicles.

r. Participate in a variety of NAVAIR initiatives; e.g., Mission Area Teams (MAT), Airspeed, Seapower 21, Sigma 6. These and other upcoming NAVAIR initiatives will be provided all required CM/DM, SQA, and Library support. This may also entail supporting other aircraft platforms e.g., AV-8B, H-1, Special Missions, JSF; missile programs, e.g., JSOW, HARM, or other organizations or activities as may be assigned by NAVAIR, China Lake management, or the AWL. Participation may include consulting, auditing, process and/or procedure, or collaboration on/or with other projects in working more efficiently, effectively and doing more with less, faster, better, and cheaper.

s. Provide ELIS customer assistance and training to new users, as necessary.

3.2 Library Support. The Government may require contractor travel, training, and/or overtime in support of the tasking below. The Contractor shall perform all library functions in accordance with the approved Desk Procedures (see documents referenced in paragraphs 2.1, 2.2, and 2.3). In support of Library functions, the Contractor shall:

a. Receive, process, duplicate, scan, convert, distribute, track, store, and retrieve documents and media related to F/A-18 systems and programs. This shall be done no later than three working days after receipt. The exception is Version Description Documents (VDDs) which are high priority and must be processed and uploaded into the electronic library system no later than two working days.

b. Upload readable soft copy data, as requested, to the appropriate library server.

c. Perform QA checks on materials delivered to, and generated by, the libraries. Ensure that the identification, labeling, security markings, and content of data items received and delivered is complete, correct, and consistent with the transmittal form.

d. Ensure that all electronic media are virus-free.

e. Ensure all flight and data tapes are properly marked, that a transmittal sheet accompanies each tape or set of tapes, and that all fields of the transmittal sheet are properly filled out.

f. Keep records of the number, type, and classification of flight and data tapes received, destroyed, and checked out each month and a cumulative record. Include this record of tapes processed in the monthly **Level of Effort Report, CDRL A001**.

g. Utilize the Defense Automated Printing Service (DAPS) duplication capabilities, as necessary. Deliver a monthly summary of all DAPS duplication requests to the TA. **The DAPS Summary Report (CDRL B003)** shall include page counts and costs and be delivered to the TA, **NLT the 9th workday of each month**.

h. Ensure that only authorized F/A-18 IPT members are allowed access to the F/A-18 library data.

i. Maintain and use the most current version of each Library Desk Procedure (SSL, Radar, and ESL) **(CDRL B001)** as the primary operating instruction. Review and update the Desk Procedures to reflect current operating processes. Submit quarterly updates to the TA for approval. **(Due 15 December, 15 March, 15 June and 15 September.)**

j. Maintain the Technical Data Library and provide data handling & documentation support to the T&E team which includes: manage and maintain updates for the T&E file system; coordinate the processing, filing and distribution of technical publications and amendments; coordinate receipt, registry and delivery of T&E team inward and outward technical data and correspondence.

3.2.1 Software Support Library (SSL). The SSL is the central repository of all F/A-18 data. It is located at Armitage Field, Building 98012, and contains a vault for storage of classified data. The SSL serves as the primary AWL library with oversight, direction, and training provided to the Engineering Support Library (ESL) and Radar Library (RL). The SSL and ESL will utilize the Electronic Library Information System (ELIS) as the primary point of data entry for tracking and storing library materials. The list of F/A-18 personnel who are authorized access to the libraries will be provided monthly, by the TA. The Database Administrator (DBA) for ELIS shall provide a monthly report, no later than 9 working days after the beginning of a new month, to the TA containing a listing of personnel authorized to access ELIS. In support of the SSL, the Contractor shall:

a. Function as the primary library and technical documentation custodian for the F/A-18 AWL.

b. Scan or upload all documentation received by the libraries into ELIS **no later than 3 workdays after receipt**. Enter and maintain accurate metadata for all materials in the ELIS. Perform QA on the entered data and resolve any errors, problems or issues identified. Maintain records and metrics of ELIS activities and include these in the monthly **Level of Effort Report, CDRL A001.**

c. Perform ELIS System Administrator functions and coordinate with the TA all changes, modifications, and updates to the ELIS systems as needed.

d. Convert all 9-track data tapes to new media (e.g. CD-ROM or Optical Disk) and verify that the data can be successfully reconverted or retrieved, as needed. Upon written approval from the TA and AWL Chief Engineer, destroy the tapes.

e. Operate a database to track the converted 9-track tapes and document the procedures for operating this database in the SSL Desk Procedure.

f. Duplicate documents and media and distribute materials, as requested. Provide copy of all shipping documentation to DM within five working days after shipping.

g. Upon receipt of tapes from the Range Control Center (RCC), verify each tape has the proper classification markings and verify the accuracy of the form. This data shall be entered into the SSL Tape Tracking database. This data shall be maintained indefinitely, for historical and auditing purposes. **Electronically deliver the SSL Tape Tracking Report (CDRL B004) monthly** and produce tape reports, as requested by customers or the TA, **within eight (8) working hours of receipt of a request**.

h. The SSL Tape Tracking database shall be backed up **at least monthly**. A copy of the monthly backups shall be stored in the ESL.

i. Respond to customer requests to generate documents on specific media, mass-produce CD-ROMs, and affix accurate labels. The TA shall approve any format changes to SSL media labels.

j. Perform QA checks of all data and metadata entered into ELIS to ensure the data is complete, accurate, viewable by customers, and that no inappropriate data (e.g., classified or limited distribution) has been entered. The same person who entered the data into ELIS may not perform the quality check. Maintain records of QA reviews performed, errors found, issues, and who performed the review and resolution (if any is required).

k. Ensure backup of the ELIS database servers **daily, weekly, and monthly.** Store a copy of the monthly backups in the ESL. Any changes to this schedule shall be approved by the TA.

l. Utilize the assigned vehicle to make at least one **daily courier run** between the SSL and AWL. For priority requirements, additional courier runs will be made. The courier runs will include stops at various base locations for pickup and delivery, as needed.

3.2.2 Engineering Support Library (ESL). The ESL is located in the AWL and is the repository for current hard-copy holdings of engineering documents. The ESL contains safes for EW and other classified materials. The ESL is the first point of contact for Data Management to deliver products that go into the library, and for retrieval and duplication of documentation and data for customers. In support of the ESL, the Contractor shall:

a. Provide library services and data handling support to include receiving, storage, retrieval, duplication, scanning, distribution, faxing, and destruction of documents and electronic media.

b. Prepare and distribute to AWL management the weekly "Fly-Me" report and other metrics/reports relating to AWL operations.

c. Scan in small documents for uploading into ELIS and enter the related metadata. Respond to customer's or TA's requests to scan in data and download it to the requested media.

d. Perform quality checks using a standard checklist on all media generated and data/metadata entered into ELIS to ensure the data is complete, accurate, viewable by customers and that no inappropriate data (e.g., classified or limited distribution) has been entered. The quality review shall not be performed by the same person who entered the data. Keep checklists, and records of materials scanned and quality reviews performed.

e. Operate the ESL Duplication and Fax Center to provide responsive support to authorized customers. The absence of the duplication and Fax Center operator will be limited to 15 minutes. Federal and California State laws regarding breaks and lunch will take precedence. The Operator shall have a sign in/out board to indicate route if the tasking exceeds 15 minutes. The ESL shall serve as the primary backups when the Duplication and Fax Center operator is unavailable.

f. Provide detailed status report data to the TOL, for incorporation into the monthly **Level of Effort Report, CDRL A001**.

3.2.3 Radar Library (RL). The RL is located in the AWL and serves as the repository for all Radar materials. The RL contains unclassified and classified materials and also maintains the Radar Tape library. The ELIS database is available to the RL for unclassified materials. In support of the Radar Library, the Contractor shall:

a. Perform functions as described in the Radar Desk Procedures (in accordance with the document referenced in paragraph 2.2).

b. Scan documents and enter data into the Radar database.

c. Provide library customer service and tape library support, as needed.

d. Provide backup assistance for the ESL Duplication and Fax Center, as needed.

e. Provide detailed status report data to the TOL for incorporation into the monthly **Level of Effort Report, CDRL A001.**

f. Serve as an occasional data handling support/backup to the F/A-18 Security Officer on a not to interfere basis with RL tasking and as needed. This may include the receipt, pickup, retrieval, handling, processing, duplication, distributing, tracking, storing, mailing or storage of classified data related to F/A-18 systems and programs. Additionally, processing assorted AWL member request forms for access to the AWL or AWL resources, and entering the form data in the Key Card Access database will be required. A monthly key card activation/deactivation report **(CDRL B005)** shall be generated and delivered to the TA no later than the 9th day of each month.

3.3 Information Technology Support. **The Government may require travel, training and/or overtime in support of the tasking below. The Contractor shall:**

a. Provide expertise in CM/DM and SQA in support of the F/A-18 IPT, FMS, and special projects, as requested. Develop and deliver custom CM, DM and/or SQA documents, upon request. These shall be tailored to reflect the needed plans, processes and procedures, for the identified projects. Materials developed shall be coordinated with the TOL and TA.

b. Perform and/or facilitate process, project and program improvements, upon request and as agreed upon by the TA. This may include the following areas: (1) Project Management; (2) Project coordination and scheduling; (3) Team structure and functions (e.g., clarity of roles, accountabilities and responsibilities, authority, and workflows); (4) Process improvement activities; and (5) Performance

measurement, (6) Metrics data. The activities shall be coordinated with the Project Lead and TA and electronic copies of materials **(CDRL B006)** developed or modified provided **to the TA five (5) days after completion of each task, including a list of reference materials.**

c. At the request of the TA, investigate the feasibility of introducing new technology and implementing new capabilities for the collective CM/DM/SQA team (e.g. an electronic Class-I Engineering Change Proposal process). Recommend new tools, participate in meetings, prepare data for reviews, provide cost estimates and development schedules, and identify any training required. Identify impacts to other systems, processes and procedures. Provide the TA **an electronic** copy of all documentation developed, and reference materials used, in support of these activities.

d. Upon request, review management and technical documents **(CDRL B006)** and provide comments relative to CM/DM and SQA issues, provide comments **electronically to the TA**.

e. As requested, investigate topics, propose solutions and generate management or technical documents **(CDRL B006)** for AWL initiatives in Information Technology and/or Knowledge Management and, provide to the TA **electronically**.

3.4 **F/A-18 Library Technology and Modernization**. The Government will require travel in support of enhancing the AWL libraries tools and capabilities. The Contractor shall:

a. Maintain the ELIS Librarian User Manual. This document shall be in sufficient detail as to allow librarians to maneuver, enter, change, post, retrieve and delete data in ELIS. As upgrades to the ELIS systems are installed, the contractor shall evaluate the Librarian User Manual for accuracy and completeness, and update as needed. The contractor shall provide this manual to the TA 15 March, 15 June and 15 September.

b. Prepare and maintain an ELIS Database Administrator Manual in sufficient detail as to allow the backup DBAs to maneuver, enter, change, post, retrieve, add and delete data in ELIS as needed. The contractor shall provide this manual to the TA 15 March, 15 June and 15 September.

c. Develop and deliver to the TA the **ELIS Access Report (CDRL B007)**, no later than **the 9th day of each month**.

3.5 Configuration Management and Data Management (CM/DM). **The Government may require travel or training in support of this task. In support of the F/A-18 AWL CM/DM requirements, the Contractor shall:**

a. Keep current on the latest CM/DM Government standards and industry 'best practices'. Review DOD, NAVAIR, SEI/CMM/CMMI, ISO and IEEE/EIA policies, standards and instructions for flow-down to the F/A-18 AWL. Review CMMI Textbook (document referenced in paragraph 2.19) for recommended CM/DM practices. Update the **CM Standards Summary** and **DM Standards Summary** (document referenced in paragraphs 2.7 and 2.8) to reflect mandated CM/DM requirements and/or F/A-18 processes, practices and initiatives. As new mandates and flow-downs are identified, submit recommended changes to these documents to the TA electronically, for approval (document referenced in paragraph 2.16).

b. Develop, and submit for TA approval, a **CM Review and Audit Plan** and a **DM Review and Audit Plan** for the AWL (documents referenced in paragraphs 2.9 and 2.10).

c. When requested and coordinated by the TA, conduct a review and audit of F/A-18 AWL organizations' CM/DM policies, processes, procedures, and practices, using the CM/DM Review and Audit Plans. Report the findings and specific recommendations to the TA. This report shall include an analysis of the level of compliance and recommendations to enhance the efficiency and effectiveness of the F/A-18 AWL CM/DM processes and systems, while implementing appropriate Government standards and industry "best practices".

d. Upon Government approval of recommendations, revise the F/A-18 AWL CM/DM Plan and CM Handbook. The F/A-18 AWL CM/DM Plan and CM Handbook shall be reviewed every six (6) months and changes submitted to the TA electronically, or send a notice reflecting that no changes are required.

e. Provide the training, process and procedures for implementing new and/or improved CM/DM systems, activities, processes and procedures. Coordinate over-arching activities and documents with the TA and effected AWL teams.

f. Participate in specific AWL "Block" or Acquisition Product CM/DM meetings and reviews. When requested, help write tailored CM/DM Plans **(CDRL B006)** for the Block or Acquisition Product that reflects AWL CM/DM standards and best practices. Submit **electronically** to the TA for review. A security clearance above **SECRET** may be required for work on some F/A-18 projects/programs.

g. Identify meaningful CM/DM performance metrics and make recommendations to the TA.

h. Investigate the CM/DM tracking and/or status accounting systems used by the F/A-18 prime contractor (Boeing-St. Louis) and/or NADEP. Make recommendations to the TA as to the feasibility of connecting to these systems in order to obtain F/A-18 hardware and software configuration information.

i. Participate in the F/A-18 Capability Maturity Model Integrated (CMMI). Participation may include generating or reviewing CMMI related documentation, participating in assorted meetings, attending training, performing CMMI related activities, e.g., reviewing, documenting and reporting on processes performed by other AWL team such as the Statement of Requirement (SOR) Team meetings.

3.6 Software Quality Assurance. **The Government may require travel, training and/or overtime in support of the tasking below. In support of the F/A-18 AWL Software Quality Assurance (SQA) requirements, the Contractor shall:**

a. Contribute SQA expertise to planning, initiation, and review of processes and projects.
b. Prepare and/or update SQA Policies, Plans, Processes and Procedures.
c. Review management and technical documents for completeness, consistency, and other quality factors.
d. Document media verification processes and procedures.
e. Verify that OFP media loads and is accurately labeled.
f. Write Facility Certification Plans and Procedures and use them to perform Facility Certifications.
g. Identify and resolve quality issues, problems and action items.
h. Support the Memory Loader Verifier (MLV) Shop and the Integrated Logistics Support team.
i. Develop reports on SQA activities and status.
j. Attend and participate in meetings and reviews such as Release Coordination, Block, Logistics, team, technical interchange, management, process and procedural meetings.
k. Review and update the F/A-18 PPQA Plan, OFP Verification Procedures, and SQA Desktop Procedures.
l. Gather QA-related data for management or technical project reviews and meetings.
m. Witness laboratory and aircraft ground tests for compliance with SQA policy and procedures.
n. Witness MLV hardware and software changes for compliance with policy and procedures.
o. Perform verification of the correct configuration identification of deliverable media copies, in accordance with procedures provided or approved by the Government.
p. Provide training in loading and performing SQA of Fleet and FMS releasable OFPs on the AWL facility workstations and F/A-18 aircraft.
q. Travel to other installations to load software on assets not available at China Lake and/or to meet critical deadlines, when approved by the TA.

r. **Electronically** submit to the TA, a Trip Report **(CDRL B006)** for each trip taken in support of this effort.

3.6.1 Software Quality Assurance - Procedures. The Contractor shall:

a. Perform SQA on F/A-18 AWL projects in accordance with approved procedures (documents referenced in paragraphs 2.4 and 2.12).
b. Process "Informal Memorandum F/A-18," "F/A-18 Media Work Request," e-mail, phone, and/or fax request in accordance with the document referenced in paragraph 2.4.
c. Review and use the latest Technical Manual, Organization Maintenance, Software Configuration Manual for the A-D aircraft and E/F aircraft (documents referenced in paragraphs 2.14, 2.15). Report in writing any discrepancies found to the TA.
d. For each SQA task performed that requires consulting, troubleshooting or training, write a **Technical Report (CDRL B006)** documenting the activities performed including who, what, where, why, when, problems, issues, concerns, and decisions. Submit electronically to the TA, **within 5 days of each occurrence**.

3.6.2 Software Quality Assurance - Policies, Plans, and Processes. The Contractor shall:

a. Work closely with the TA in prioritizing SQA activities.
b. Support the redlining, updating and generation of new SQA documentation. Ensure SQA policies, plans, processes and procedures and the Software Engineering Institute (SEI)/Capability Maturity Model Integrated (CMMI) documentation (latest issue) are in synchronization with CMMI key process areas. Review and make recommendations for AWL documents, as to inadequacies, improvements, and approaches. Submit these to the TA, for approval.
c. Update the F/A-18 AWL SQA policies, plans, processes and procedures that do not reflect 'best practices' and standards. Address individual F/A-18 SQA policies, or generate new policies, and coordinate approval from AWL Management, prior to implementation.
d. Update the **F/A-18 Process and Product Quality Assurance Plan (CDRL B006) and related checklists** to reflect compliance with the FA-18 SEPM (documents referenced in paragraph 2.6), F/A-18 SQA policies, SEI/CMMI processes, and approved SQA standards.
e. Ensure the **F/A-18 AWL SQA Desktop Procedures (CDRL B001)** are current and have sufficient detail that someone with basic knowledge of SQA practices and the F/A-18 AWL could use the desktop procedures to perform SQA tasks. Provide the TA **quarterly updates** to **the manual (15 December, 15 March, 15 June and 15 September).**

3.6.3 Preparation and Maintenance of OFP Verification Procedures and Processes. The Contractor shall:

a. Prepare and maintain **OFP Media Verification Procedures (CDRL B006)** (document referenced in paragraph 2.12) to accurately describe QA procedures for each version of the F/A-18 aircraft and AWL test facility. Procedure updates shall reflect any changes, e.g., new system or subsystem, new hardware on either the aircraft or in the AWL test facility. Obtain TA approval for each revision of the procedures.
b. List all the SQA Verification Procedures in the monthly **SQA Media/Activity Report (CDRL B008)** and annotate which ones need to be updated or generated and why. Provide the schedule and progress of the development of these procedures, with an estimated completion date.

3.6.4 F/A-18 Production Media Verification. The Contractor shall:

a. Verify the replication, loadability, configuration identification, and when possible, the checksums of all F/A-18 media containing OFPs leaving the F/A-18 AWL. Verify means: confirm that each OFP can be loaded successfully in the appropriate target computer and displays the correct checksum(s) and/or configuration identification.

b. Record the OFP checksums in a "F/A-18 Checksum List" database. Maintain this MS Excel database and create a backup when new OFP data is entered. The backup shall be archived in the SSL.

c. Using the approved Verification Procedures (document referenced in paragraph 2.12), perform SQA on approximately 40 media items monthly. Each media contains (on average) 12 OFPs to be verified. The media will be of various types (e.g. tape transport cartridges (TTCs), tapes, diskettes, CD-ROMs, PC/ATA cards, etc.).

d. Develop and deliver the **SQA Media/Activity Report** electronically to the TA, no later than **9 working days after the end of each month**. This report shall include; the number of media processed for the month by media type, a running total of media processed to-date by media type, and an error/cause analysis for each media rejected, and which media is for the SSL versus Fleet related. This report shall describe the type of errors (e.g. copying, labeling, loading, and other errors) plus problems and issues related to each error found. It shall also include a summary of work performed for each SQA task, status of each task, and time estimates on task completion. Include a breakdown of how much time is spent in AWL facilities and/or F/A-18 aircraft and which SCS OFPs were checked. Discuss problems encountered, problems solved, number and title of documents reviewed, status of tasks in progress, trips made, current tasking schedules, and meetings attended with SQA participation described. Any SQA consulting, assistance, or training provided shall be reported. The report shall also identify the number of hours worked in support of each OFP and project.

e. Reserve appropriate lab times for OFP verification, with the AWL Facility Schedules Coordinator. Load and verify OFPs on these workstations, indicate the results of verification testing on the media paperwork, and if any issues or failures arise, notify the TA.

f. Reserve appropriate aircraft time using the F/A-18 AWL Web-Enabled Scheduling Tool. Accounts and help for this may be obtained from the F/A-18 Flight Coordination Section. Request the OFP loads on the media are loaded into its appropriate aircraft black boxes. Perform SQA testing and document the OFP load results. Verify the configuration matches the media work request, indicate the verification results on the media paperwork, and notify the TA of any issues or failures.

g. Notify the TA, **within 24 hours**, of OFP verification completion. The TA, or designated QA representative, shall examine the verification results and, if successful, apply the QA Stamp to the OFP media label, sign and date the label indicating Government Quality Assurance acceptance of the OFP media. The Contractor shall provide a copy of the media paperwork **(CDRL B006)** to the TA, when requested, and file and store for retrieval all signed off media requests.

h. Ensure assigned personnel are properly trained in OFP verification. Once this training is complete, the TA will register the employee by memo identifying the person trained, training received, licenses held, safety equipment possessed and any other qualifications. This memo will reflect that the new person is trained in OFP load methods, equipment use, safety, security, and verification procedures. The Government will not accept any OFPs verified by unregistered personnel.

i. Ensure assigned SQA personnel possess a current Certificate of Ejection Seat Checkout, USN Aviation Support Equipment operator's license card, and Flight Line driver's license.

j. Ensure assigned SQA personnel are issued, and use, approved headgear and steel-toed shoes while working on or near aircraft.

3.6.5 Document Reviews. QA document reviews may include: hardware, software, firmware, system, technical, and management documents; work products; policies, plans, processes and procedures. The Contractor shall:

a. Process document reviews in accordance with "Informal Memorandum F/A-18" transmittal sheets or e-mail requests.

b. Determine what reference and requirements materials are needed to perform the review. Notify the TA immediately if the document review due date cannot be met, and propose a new review approach and date, to be negotiated with the TA.

c. Review assigned documents for compliance with the applicable content and format specification(s); internal/external consistency; clarity of presentation; traceability to/from related and referenced documents; accuracy of data and concepts presented; adequacy to perform intended function; and other factors that may be specified with the review request.

d. Transmit review comments in a **Technical Report (CDRL B006)** to the TA and Data Management team electronically. The report shall include findings, discrepancies and recommendations for each assigned document. Ensure the Technical Report contains specific recommendations as to the document's acceptance (useable, correct and consistent with itself and related documents); conditional acceptance (has errors but can still be used); or rejection (incomplete, incorrect, not useable).

3.6.6 Facility Certification. In support of AWL Facility Certification, the Contractor shall:

a. As requested by the TA, prepare a generic or specific **F/A-18 Facility Certification Plan (CDRL B006)** and submit to the TA for approval. The Contractor may use processes and procedures contained in materials provided by the TA and data from materials researched by the Contractor.
b. Include in any Facility Certification Plans **(CDRL B006)** the methods used to capture data pertaining to facility readiness, processes, and procedures. The plan will serve as the guide for determining readiness to begin validation testing on an OFP "Block". At a minimum, the plan shall include procedures to:
(a) Ensure the facility documentation is complete, accurate, and consistent with customer requirements and facility changes.
(b) Ensure all appropriate equipment calibrations are current.
(c) Ensure all workstation functions operate, or an acceptable work-around is documented.
c. After the Government has approved the Certification Plan, process, and procedures, perform Facility Certifications of specified AWL workstations. Document the results in a **Technical Report (CDRL B006)** to the TA.
d. Provide engineering support to the Government in performing facility certifications and documenting the findings. The Government SQA Lead (who is also the TA for this Task Order) is currently performing Facility Certifications. Preparation, activities and findings will be documented in a memorandum that is sent to the appropriate "Block Manager". It is anticipated that three Facility Certifications may be performed in a Fiscal Year.

3.7 Deliverables. The Contractor shall submit the following items to the Government:
a. In accordance with the Basic Contract, the monthly **Level of Effort, Progress, and Status Report, CDRL A001** that shall include: a summary of work performed for each task; progress, problems encountered, problems solved; a list of Contractor Acquired Property (CAP) and materials purchased; travel, training; and current status and schedules for tasks not yet completed.
b. Monthly SSL Tape Tracking Report.
c. Monthly DAPS Summary Report.
d. Monthly ELIS Access Report.
e. Monthly AWL Keycard Report
f. Monthly SQA Media/Activity Report.
g. Quarterly updates to the Desk Procedures.
h. Quarterly update to the List of Reference Materials.
i. Technical Reports, Plans, Procedures, and Trip Reports, as described in this PWS.

3.8. **Government Furnished Property (GFP) and Access to Government Systems and data.** The Contractor shall request access authorization to Government computer systems for only those employees actually needing such access for the performance of their duties in support of this PWS. The Contractor shall ensure that all Contractor employees granted access to Government computer systems or equipment adhere to all related Government security procedures and requirements. When a Contractor employee no longer requires access to a Government computer system in support of this PWS, the Contractor shall attempt to verbally notify the applicable Government Computer Resources Access Manager, and the Contractor shall send written notification within 2 days. If a Contractor employee, with access privileges to Government computer systems, is transferred from this Task Order or terminated, the Contractor shall immediately attempt to verbally notify the TA and F/A-18 Computer Resources Access Manager, and the Contractor shall send written notification within 2 days of the transfer/termination to the TA.

The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a DD1149 for Contractor signature acknowledging receipt. The Contractor shall provide a signed copy of the DD1149 to the GPA and for the task order file.

3.9. **Non-Disclosure Document.** A Non-Disclosure document shall be signed, dated and provided to the Government for each Contractor and Subcontractor assigned to this Task Order and prior to charging to this Task Order.

3.10. **Data Maintenance/Entry and Distribution.** In accordance with the document referenced in paragraph 2.20, the Contractor shall receive, log, distribute and file the Avionics Department, Code 450000D and the System Engineering Department, Code 410000D, technical data placed in the Contractor's "In-Basket." This tasking shall be limited to Integrated Product Team (IPT) to IPT and IPT to Competency only. Work originating from the Competency will be performed by the MEO courier. The number of documents will vary on a day-to-day basis. The Government will identify any changes to the schedule or special distribution requirements, such as address changes or security requirements by a cover sheet with the data. The Contractor shall review the Desk Book Procedures and provide recommendations for improvement in Contractor format to the TA. The TA will review and approve any changes to the Desk Book Procedures before implementation. The Contractor shall distribute both classified and unclassified Naval messages, and other technical data. Classified and unclassified data is sent through Guard Mail and US Mail to Avionics Department (45) and System Engineering Department (41) mail stops along an 8-9 mile route within the NAVAIR China Lake facility up to 3-times a day depending on message and mail traffic timing and location. The length of the route, the nature of the transported data, and the irregular timing of message and mail delivery precludes either pedestrian or taxi delivery. This task order requirement cannot be accomplished in a timely or cost effective manner without a Contractor acquired vehicle (Van). The van is necessary for easy loading and unloading of bulk documents weighing (potentially) up to 50 pounds per route execution.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 01-AUG-2008 TO 30-SEP-2008	N/A	N/A FOB: Destination	
0002	POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	
0003	POP 01-OCT-2009 TO 30-SEP-2010	N/A	N/A FOB: Destination	

Section G - Contract Administration Data

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000007303
AMOUNT: $14,206.00
CIN 130010933500001: $14,206.00

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000007303
AMOUNT: $14,206.00
CIN 130010933500002: $14,206.00

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000007303
AMOUNT: $70,000.00
CIN 130010933500003: $70,000.00

AD: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A30000007303
AMOUNT: $119,472.00
CIN 130010933500004: $119,472.00

TOTAL: $217,884.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR: (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 440 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

Attachment (1) Quality Assurance Surveillance Plan (QASP)

Attachment (2) Contract Data Requirements List (CDRLs)

Attachment (3) Contract Security Classification Specifications, DD254 dated 5/14/2008 (Provided separately)

Attachment (1) QASP

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data	
	Task Order No. 0011
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
PERFORMANCE 60% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: 1. Content and format of final products are to be accurate, consistent and in accordance with Avionics Architecture & Systems Engineering Division policies & procedures. 2. Databases, logs and other reports are to be thorough, well maintained and easily attainable. 3. Open communication/interaction with government personnel. 4. Products and performance are to reflect expertise in the labor category and the standards indicated in the PWS. See continuation page	
SCHEDULE 30% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: 1. Responsiveness to scheduled requirements – prioritize and time management. 2. Responsiveness to schedule changes – firedrill. See continuation page	
COST 10% **(weight)**	
COST FACTORS: 1. Effective cost control with value earned. 2. Recommendations for improvements result in cost savings to the Government. See continuation page	
EVALUATOR (b)6	6-12-08

QASP PERFORMANCE FACTORS:

(1) Content and format of final products are to be accurate, consistent and in accordance with Avionics Architecture & Systems Engineering Division policies & procedures. (2) Product databases, logs and other reports are to be thorough, well maintained and easily attainable.

Products complete at 100%+ level = 130% Satisfaction
Products complete at 98% level = 120-129% Satisfaction
Products complete at 96% level = 110-119% Satisfaction
Products complete at 95% level = 100-109% Satisfaction
Products complete at 94% level = 90-99% Satisfaction
Products complete at 92% level = 80-89% Satisfaction
Products complete at 90% level = 70-79% Satisfaction
Products complete at or below 89% level = 0-69% Satisfaction

(3) Open communication/interaction with government personnel. (4) Products and performance are to reflect expertise in the labor category and the standards indicated in the PWS.

Communication/Expertise at 100%+ level = 130% Satisfaction
Communication/Expertise at 98% level = 120-129% Satisfaction
Communication/Expertise at 96% level = 110-119% Satisfaction
Communication/Expertise at 95% level = 100-109% Satisfaction
Communication/Expertise at 94% level = 90-99% Satisfaction
Communication/Expertise at 92% level = 80-89% Satisfaction
Communication/Expertise at 90% level = 70-79% Satisfaction
Communication/Expertise at or below 89% level = 0-69% Satisfaction

Method of Performance Assessment: Conduct independent survey of final products and review customer surveys.

QASP SCHEDULE FACTORS:

(1) Responsiveness to scheduled requirements – prioritize and time management. (2) Responsiveness to schedule changes – firedrills.

Responsiveness at 100%+ level = 130% Satisfaction
Responsiveness at 98% level = 120-129% Satisfaction
Responsiveness at 96% level = 110-119% Satisfaction
Responsiveness at 95% level = 100-109% Satisfaction
Responsiveness at 94% level = 90-99% Satisfaction
Responsiveness at 92% level = 80-89% Satisfaction
Responsiveness at 90% level = 70-79% Satisfaction
Responsiveness at or below 89% level = 0-69% Satisfaction

Method of Performance Assessment: Conduct independent survey of final products and review customer surveys.

QASP COST FACTORS:

(1) Effective cost control for value earned.

Cost at 5% below budget = 130% Satisfaction
Cost at 3-4% below budget = 120-129% Satisfaction
Cost at 1-2% below budget = 110-119% Satisfaction
Cost On Budget = 100-109% Satisfaction
Cost at 1-2% over budget= 80-99% Satisfaction
Cost at 3-4% over budget = 60-79% Satisfaction
Cost at 5% or more over budget = 0-59% Satisfaction

Method of Performance Assessment: Review/validate contractor reports.

Attachment (2) CDRLs

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER:

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0011**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B001	**TECHNICAL REPORT – STUDY/SERVICES**	**Desk Book Procedures**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.1.b, 3.2.i, 3.6.2.e**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**QTRLY**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**EOQ**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be delivered NLT 15 December, 15 March, 15 June and 15 September.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080310**	**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER:

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0011**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B002	**TECHNICAL REPORT – STUDY/SERVICES**	**Reference Material Listing**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.1.h**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**QTRLY**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**EOQ**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Updates shall be submitted 15 December, 15 March, 15 June, and 15 September.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080310**	**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER:
D. SYSTEM/ITEM **F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT**	E. CONTRACT/PR NO. **N68936-08-D-0016, T.O. 0011**	F. CONTRACTOR

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B003	**TECHNICAL REPORT – STUDY/SERVICES**	**DAPS Summary Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.2.g**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**EOM**	**EOM + 10**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be delivered NLT the 9th WD of each month.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080310**	**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

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D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0011**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B004	**TECHNICAL REPORT – STUDY/SERVICES**	**SSL Tape Tracking Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.2.1 g**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**45 DAC**

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A	**EOM**	**SEE BLK 16**

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Monthly reports shall be delivered NLT 10 DA EOM. Additional reports shall be delivered NLT 8 hours after receipt of request.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080310**	**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER:

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0011**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B005	**TECHNICAL REPORT – STUDY/SERVICES**	**AWL Keycard Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.2.3.f**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**45 DAC**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**EOM**	**SEE BLK 16**

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		Reg	Repro
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G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080310**	**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER:
D. SYSTEM/ITEM **F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT**	E. CONTRACT/PR NO. **N68936-08-D-0016, T.O. 0011**	F. CONTRACTOR
1. DATA ITEM NO. **B006**	2. TITLE OF DATA ITEM **TECHNICAL REPORT – STUDY/SERVICES**	3. SUBTITLE **Technical Reports, Plans, Procedures and Trip Reports**
4. AUTHORITY *(Data Acquisition Document No.)* **DI-MISC-80508B**	5. CONTRACT REFERENCE **SOW Para 3.3.b, 3.3.d, 3.3.e, 3.5.f, 3.6.r, 3.6.1.d, 3.6.2.d, 3.6.3.a, 3.6.4.g, 3.6.5.d, 3.6.6.a, 3.6.6.b, 3.6.6 c**	6. REQUIRING OFFICE **NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be delivered NLT 5 DA completion of each task.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080310**	**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER:

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0011**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B007	**TECHNICAL REPORT – STUDY/SERVICES**	**ELIS Access Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.4.c**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**EOM**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be delivered NLT 9th day of each month.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**1**	**0**

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Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080310**	**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER:

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0011**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B008	**TECHNICAL REPORT – STUDY/SERVICES**	**SQA Media/Activity Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.6.3.b**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**45 DAC**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**EOM**	**EOM + 10**

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a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080310**	**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0013	2008 Aug 01	1300109367	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,433,469.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		2,150	Hours	$114,150.00

Contracts IT systems & services support

In accordance with Section C Performance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$114,150.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		

For Navy Accounting purposes only
PURCHASE REQUEST NUMBER: 1300109367-0001

ACRN AA $114,150.00
CIN: 130010936700001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		11,840	Hours	$648,835.00

Contracts IT systems & services support

In accordance with Section C Performance Work Statement (PWS)

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$648,835.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		11,840	Hours	$670,484.00
	Contracts IT systems & services support			
	In accordance with Section C Performance Work Statement (PWS)			
	CPAF			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$670,484.00

Section C - Descriptions and Specifications

Contracts Competency Information Technology Systems and Services

Performance Work Statement (PWS)
Contract N68936-08-D-0016, T.O. 0013
3 June 08

Applicable Contract SOW Paragraph Numbers: 3.1-3.7, 3.10, 3.11

1 **Scope**. The scope of this task order is to provide for the services and materials necessary to support the analysis, design, development, test, integration, deployment, and operations of information technology (IT) systems applications, tools and services in support of the DoD mandated Standard Procurement System (SPS), associated tools, and interface systems which are FAM approved and NMCI certified to support the mission of the NAVAIR Weapons Division (WD) Contracts Competency. SPS is the central system critical to the Contracts Competency (2.0) to award and administer contracts in support of the mission of NAVAIR WD and thereby support the fleet. These services provide support in five (5) major areas for both China Lake and Pt. Mugu under the direction of the Business Systems Office (BSO): help desk operations support; computing applications and systems operations supportserver and computing workstation systems support; software system tools development, application testing, and maintenance life cycle support, and database support; data entry, information handling, systems file maintenance support; and documentation services.

1.1 **Background.** The BSO has been tasked with the following mission:

a. Promote the innovative use of automated systems and maintain functional and technical consistency of processes and procedures.
b. Develop, analyze, document, test, train, and implement automated procurement and administrative applications and tools (for FAM approved, NMCI certified systems).
c. Develop, operate, and maintain hardware and software systems that fall outside the scope of the NMCI Contract.
d. Promote integration and connectivity with external computing environments.
e. Provide a central resource for quality information, training and support for procurement and other related issues.
f. Provide quality information that enables and empowers our customers to excel in their jobs.
g. Create an atmosphere that fosters proactive thinking and innovation in anticipating future customer needs and continuous improvement.

2 ***Applicable Documents****. The most recent version of the applicable documents will be provided; many will reside in the BSO Documentation Library or in electronic format on a server. These documents will include technical references for hardware and software, security procedures, administration manuals and directives. Also included are the following specific documents:*

2.1 SPECIFICATIONS, STANDARDS, AND HANDBOOKS.

2.1.1 Code 2S0000D Software Development Life Cycle Support Standards Document (5 Dec 94)
2.1.2 NAVAIR Instruction 5239.2, Naval Air Systems Command Information Systems Security Program, (22 Feb 93)
2.1.3 NAVAIR Instruction 5238.1 NAVAIRSYSCOM Policy & Guidelines for Web Sites, Web Applications, and Web Servers (18 Nov 2004)
2.1.4 DODI 8500.2 (6 Feb 03), Information Assurance (IA) Implementation (System Administrator responsibilities for "Authorized and Privileged Users")
2.1.5 System Administrator Responsibilities document (enclosure (1) System Administrator Appointment Request Letter))
2.1.6 Registration Form for use of CCR Tools for Contractors

2.1.7 Non-Disclosure Certification Document

2.1.8 System Authorization Agreement Request form DD2875 required for access to Navy ERP (ALCON 058/06, June 07 7.4.2 memo) and for access to DoD SPS System. (SAARs require current IA Training and may require IT levels processes.)

2.2 OTHER DOCUMENTS, HANDBOOKS, AND DESKGUIDES.

a. Microsoft Windows 2003 Server, Basics and Installation
b. Microsoft Windows 2003 Server Operators Desk Guide
c. Microsoft Windows 2003 Server Administrators Desk Guide
d. WD Contracts Web Site Change Control Board (CCB) process document
e. Information Handling Desk Guide
f. SPS Vendor & Org Maintenance Desk Guide (includes CCR Tools guidance)
g. Web Maintenance & Operations Processes document
h. Procurement Department Help Desk User Guide
i. Procurement Department Software Processes Desk Guide
j. WWW Paperless Input Desk Guide
k. Procurement Department Action Item User Guide
l. EDA Desk Guide (including Seaport-e EDA processing when implemented)
m. Computing Facility Operations and Support Desk Guide
n. Help Desk Operations and Support
o. NAVAIR WD SPS (PD2) Helpdesk Solutions
p. Warrants System DBA Process Guide
q. Seaport-e Sys Admin Desk Guide
r. Procurement Closeout Users Guide
s. NMCI Users Manual for POCs; POC Step-by-Step Instructions; NAVAIR Business Rules for the NMCI Seat Management process; and other POC Training as provided by NAVAIR or WD
t. FPDS-NG Web Site Users Guide
u. Navy ERP data entry and conversion processes

3.0 Performance Requirements

3.1 General. The Government will provide tasking by Action Items or Work Orders. Work Orders are generated by the Help Desk system as calls for service and support are placed to initiate work that is already authorized by this task order. The TA will issue either an Action Item (work in excess of 4 hours) or Work Order (4 hours or less) via the Action Item System. The Government may require travel, training and overtime in support of this task order as indicated below in specific tasking.

3.2 Studies, Analyses and Assessments. The Contractor shall:

a. Benchmark, research, assess, analyze, design, develop, test, and evaluate the hardware and software resources to meet the WD Contracts Competency mission requirements in support of the DoD mandated (FAM approved, NMCI certified) SPS software system, tools, and applications.

b. Utilize the Software Development Life Cycle Support Standards, paragraph 2.1.1, to perfom overview analysis of various projects in response to project requests; review existing commercial-off-the-shelf software (COTS) and Government-off-the-shelf software (GOTS) for its applicability to the WD Contracts mission and the planning for and integration of selected software into the Contracts software suite prior to promoting a development effort. Anticipated projects include, but are not limited to:

(1) Client/Server database processing

(2) Web/Server database processing

(3) EA-21 Paperless Initiatives

c. Perform an overview analysis of software applications to include either written or oral presentation to the requestor identifying new technologies, concerns, questions, potentials, and practical approaches recommended by the analyst to best meet the customer's requirements. **(CDRL B001)**

d. Provide on-going analysis support to stay abreast of changing requirements and to make recommendations for a strategy or plan for revamping the WD Contracts Competency Web Site to include a methodology for easy maintenance and future growth changes, which may or may not include consolidation of NAVAIR Head Quarters Web Site.

3.3 Project Planning, Technical Reviews, and Documentation for IT Systems. The Contractor shall:

a. Provide a Preliminary Design, Milestone Schedule, Implementation Plan, and Cost Estimate for all major projects, enhancements or upgrades. Potential projects are identified in 3.2.b. The Software Development Life Cycle elements are identified in the paragraph 2.1.1. **(CDRLs B002 - B005)**

b. Facilitate and participate in technical reviews to demonstrate and document Contracts Competency Procurement business systems including: SPS, Navy ERP/SAP, Web Query, Seaport-e, EDA, FPDS-NG and project compliance in accordance with the Software Development Life Cycle elements identified in the paragraph 2.1.1.

c. Tailor applicable documentation (identified in paragraph 3.2.b), perform testing, and configuration management to the scope of the system and/or process (paragraph 2.1.1).

d. Maintain and keep current documentation to ensure ease of reference and use. BSO views documentation of systems and processes as the cornerstone to continuous enhancement of systems and processes.

3.4 General Programming and Software Development. The Contractor shall:

a. Provide software systems development and maintenance life cycle support (and the data derived from this software development and life cycle support) for procurement and administrative applications in accordance with the paragraph 2.1.1 in support of the DoD mandated (FAM approved, NMCI certified) SPS software system. This may include all or any portion of the software development life cycle elements as described in paragraph 2.1.1. Applicable programming languages may include SQL, C++, and Web products such as HTML, Java and ASP. **Travel and/or training may be required to support this requirement. (CDRL B006)**

b. Use various Government-approved commercial software packages to develop or enhance existing software applications in accordance with paragraph 2.1.1. These software packages include self-contained programming languages, and, as a minimum include: Sybase, Microsoft Office Applications, Front Page, ASP, and Dreamweaver. **Travel and/or training may be involved to support this requirement.** Anticipated projects include:

(1) Interface and support from SPS to Navy ERP system.

(2) Web-based interfaces for SPS.

(3) SPS Adapter Version upgrades and SPS Increment deployments, operations and support.

(4) Contracts Competency Website modifications.

(5) EA-21 Paperless Initiative enhancements.

(6) NAVAIR AirSpeed and Seaport-e Initiatives

(7) FPDS transmittals

3.5 Information Technology Services. The Contractor shall:

a. Provide information and communications systems development, operations and maintenance services (which are FAM approved and NMCI certified) for the WD Contracts Competency mission and supporting business functions to include: computer and server system and software installation and operations; system software administration; system and component maintenance; user support; training; security; and computer facilities management. **Overtime may be required in performance of this requirement.**

b. Perform software maintenance in accordance with the Software Development Life Cycle Support Standards document (paragraph 2.1.1). This includes addressing the applicability of each element in paragraph 2.1.1 and clarifying to each of the applications listed, but not limited to, in paragraph 3.5c. **Overtime may be required in performance of this requirement.**

c. Provide on-going software maintenance, database administration, data entry support, and configuration management of the following existing PC, server, and web-based procurement and administrative applications in accordance with the procedures documented in their respective Deskguides. **Travel, training and/or overtime may be required in performance of this requirement. (CDRL B007)**

(1) BSO Help Desk Application (paragraph 2.2.n)

(2) Sybase SQL Database Applications (SPS Applications, Adapter upgrades, and Increment Versions)

(3) WD Contracts Web Site and Web based Applications (paragraph 2.2.g)

(4) Microsoft 2003 client and server Applications and system software upgrades (paragraphs 2.2.a, 2.2.b and 2.2.c)

(5) WWW Paperless Input Data Entry Support, Synopsis, FPDS-NG, RFQ/RFP Posting, EDA, and Navy ERP entry and conversion (paragraphs 2.2.e, 2.2.j, 2.2.l, and 2.2.u)

(6) SPS Vendor, Org Maintenance, Procurement Profile Maintenance, User Account data entry support, and Contract Closeout (paragraph 2.2.f, 2.2.i, and 2.2.r)

(7) Seaport-e Sys Admin/User Accounts (paragraph 2.2.q)

d. Provide software systems file administration in support of SPS and Contract Closeout in accordance with paragraph 2.2.f, 2.2.h, 2.2.i, 2.2.o, 2.2.p, 2.2.q, 2.2.r, 2.2.t and 2.2.u. These deskguide instructions shall be kept updated and documented to correlate with any changes due to software upgrades and/or procedures necessary to perform file administration.

3.6 Data and Information Handling, Data Management, and Administration. The Contractor shall:

a. Provide data and information handling support services using an array of data formats, media, and input methodologies that includes: voice, data, image, and printed materials and combinations thereof. Specific services include but are not limited to: word processing, data acquisition, data processing, data entry, data management, media conversion, and image scanning.

b. Update and manage desk guides, procedures, and systems documentation in the on-line documentation library.

c. Provide World-Wide Web (WWW) paperless input data entry support for the Contracts Competency Paperless Systems being deployed at various DoD and NAVAIR sites.

d. Submit electronic forms and Website data updating as new paperless systems are identified and mandated for use. Authorization for this work will come from the Contracts Competency Help Desk in the form of "One time only" work tickets (see 3.9.c and 3.9.d). The work ticket will contain the information needed for the task to be completed. As new tools are identified and procedures documented in support of these efforts the Contractor shall update the applicable section of the documents utilized to support this PWS (paragraphs 2.2.k and 2.2.n). **Overtime may be required in performance of this requirement.**

e. Become knowledgeable with existing Information Handling systems for the Contracting Competency. Information handling shall include acceptance of electronic mail and logging of help desk calls, and as specified in paragraph 2.2.e and 2.2.n.

f. Download files from a variety of web sites identified in paragraph 3.5.c in support of the WWW Paperless initiatives identified in paragraph 3.5.c; create reports and transfer them to the Contracts Competency's file servers in accordance with paragraph 2.2; perform minor editing for format and file renaming; and keep current various deskguides identified in paragraph 2.2 to correlate any changes due to software upgrades and procedure changes necessary to run these applications. The reports are run monthly. The schedules of these reports are listed in the desk guides. Contractor is required to register for use of CCR Tools which requires a background investigation for registration in accordance with 2.1.6, which requires contractor to be granted a position of trustworthiness.

g. Support the Contracts Competency Web Site Change Control Board (CCB) and perform the duties associated to the CCB processes described in the document 2.2.d.

3.7 Configuration/Data Management for IT Systems. The Contractor shall:

a. Provide configuration/data management services for the Contracts Competency IT Systems to include definition, documenting, storing, and reporting of data and information concerning software, systems components and processes over their life cycle as described in the Software Life Cycle document 2.1.1

b. Perform continual review that consists of maintaining functional and technical consistency of processes and procedures (paragraph 2.2.d-2.2.u) for existing and new software applications.

c. Maintain common data dictionaries, single sources for same data elements, and similar formats for interfaces and user documentation (paragraph 2.1.1) for all software delivered or developed under this Task Order.

d. Test items for compliance with requirements, ensuring configuration management of related documentation. See paragraph 2.1.1. **(CDRL B008)**

e. Provide Operations and Maintenance documentation for newly developed (approved and certified) software applications or enhancements (both technical and administrative in nature) in accordance with the standards specified in paragraphs 2.1 through 2.2. **(CDRL B009)** Anticipated new projects include:

1) SPS Increment and Adapter upgrades

2) SPS Interfaces to Navy ERP

3) Seaport-e Sys Admin/User Accounts

4) Seaport-e EDA processing

f. Keep desk guide procedures updated and current as procedures are revised or changed. Changes to documentation may be the result of clarification of a procedure or revised or changed procedures, as approved by the CCB, that may effect a change to the daily operation of the procedure. These desk guides are used by the Contractor in day-to-day operations and shall be written so they are easily understood by the Contractor performing the procedure. These desk guides shall include the documents listed in paragraphs 2.2.d through 2.2.u. **(CDRL B00A)**

3.8 Quality Assurance/Quality Control of IT Systems. The Contractor shall:

a. Provide services related to reliability, maintainability, and quality assurance.

b. Review and analyze processes, plans, and procedures, including: the preparation and updating of quality plans and procedures; analysis and tracking of requirements; examining records of walk-throughs and inspections; supporting the preparations for project reviews; and certifying test procedures.

c. Provide coverage of all critical operational areas during core work hours. Critical areas of support are WWW Paperless data entry support, WD Contracts Help Desk, and the computing systems operations and maintenance of SPS and SPS interfaces. Some of these areas engage the involvement of the Help Desk support. Ensure cross-training in these areas for adequate and effective coverage.

d. If problems occur that will result in tasks being delivered late or can not be completed due to circumstances beyond the contractor's control, they should be brought to the TA's attention for escalation as soon as the problem is discovered.

3.9 NAVAIR WD Contracts Competency BSO Support. The Contractor shall:

a. Provide services in the various areas of NAVAIR WD Contracts Competency BSO support that include:

(1) Procurement support and resource planning services.

(2) Data and information handling services using an array of data formats.

b. Provide technical software support, which may include on-site troubleshooting or analysis of new tools in support of the BSO Help Desk operations. In performing analysis, the Contractor shall examine or study the software (or application) in question and identify potential and practical solutions. **(CDRL B001)**

Technical software support is required during core business hours of 0800 – 1600 Monday - Friday (except flex days) in accordance with the documents referenced in paragraphs 2.2.d through 2.2.u. Staggered hours may be required to ensure all operations are covered. At a minimum, core hours must be covered. This requirement requires obtaining System Administration authority from Security in accordance with the document referenced in paragraph 2.1.5. This requirement will require a Background Investigation at a minimum and obtaining a Security Clearance of Secret. **Travel, training and/or overtime may be required in performance of this requirement.**

. Provide short-term services (approximately 4 hours or less) via the BSO Help Desk call process for modifications to existing developments, to include: creation of "one time only" ad hoc reports for various databases; minor application additions or changes; table updates; loading of data; documentation updates or minor equipment moves to facilitate NMCI move MACS.

d. Provide long-term services (in excess of 4 hours) via the Government's Action Item vehicle for modifications to existing developments. These services shall be performed in accordance with

paragraph 2.2.l. This includes updateing the documents as new procedures are identified; creation of reports from various databases; application additions or modifications; table additions or changes; loading of data; documentation updates; and software analysis of existing software applications.

e. Protect the Contracts Competency's non-NMCI workstations and servers at both sites by instituting access rights, permissions, ACLs, etc. in support of the Navy's virus protection program and security patching services, using the documentation in paragraphs 2.1.2, 2.1.3, and 2.1.4. This shall include coordination with the Contracts Competency Information Assurance Officer (IAO).

f. Review relevant literature and recommend to the Technical Assistant cost-effective hardware upgrades that enhance or expand present server capabilities to meet constantly changing systems software performance specifications, and provide a software impact analysis when server and client software upgrade/revisions are required. The software impact analysis will be requested by the Government via a service request, so provisions can be made for the customer's hardware requirements needed to successfully run the desired product. **Travel, training and/or overtime may be required in performance of this requirement.**

g. Provide hardware support for remaining legacy devices connected to and accessing the competency file servers supporting the competency's end users, as defined in paragraphs 2.1, 2.2.a, 2.2.b, 2.2.c. and in accordance with the paragraph 2.2.m and 2.2.n. The Contractor shall keep the deskguide (paragraph 2.2.m and 2.2.n) current as procedures change. **Travel, training and/or overtime may be required in performance of this requirement.**

h. Provide computing systems, facility and operations support and documentation services required from 0600 - 1700 hours Monday - Friday (except flex days) in accordance with the documents referenced in paragraphs 2.2.d through 2.2.t. Staggered hours may be required to ensure all operations are covered. At a minimum, core hours must be covered. Core hours are between 0800-1600. Support shall include ensuring all Contract Competency file and web servers are fully operational and accessable and current with the security procedures identified in the documents referenced in paragraphs 2.1.2 and 2.1.3. This requirement requires obtaining System Administration authority from Security in accordance with the document referenced in paragraph 2.1.5. This requirement will require a Background Investigation at a minimum and obtaining a Security Clearance of Secret. This tasking will require the contractor to have the ability to get to building 33 in order to complete the services required. **Travel, training and/or overtime may be required in performance of this requirement.**

i. Provide Help Desk Operational support, in accordance with the documents referenced in paragraphs 2.2.d through 2.2.u and reside at the China Lake site. Coverage is required from 0600 - 1700 hours Monday - Thursday; non-flex Friday hours are 0600 - 1600 hours or as otherwise agreed to by the TA. Staggered hours may be required to maintain Help Desk coverage. At a minimum, core hours must be covered. Core hours are between 0800-1600. **Overtime may be required in performance of this requirement.**

j. Provide technical and operational support for the planning, testing and implementation of server consolidation for Competency servers in the NMCI environment in support of the multi-site SPS SSAA including any potential movement of hardware to another building. Ensure hardware and software is connected to support the competency's end users, as defined in paragraphs 2.1, 2.2.a, 2.2.b, 2.2.c. and in accordance with the paragraph 2.2.n and 2.2.o. **Travel, training and/or overtime may be required in performance of this requirement.**

3.10 Management of Sensitive Data and Systems.

a. The Contractor shall implement security policies and procedures in several aspects, including: operating system security, user access security, and data management security in accordance with the document referenced in paragraph 2.1. This requires the contractor to request and obtain Appointment of System Administrator and Appointment of Alternate Systems Administrator for Contract's Systems.

b. Contractor is required to register for use of CCR Tools by U.S. Government Sponsored Contractors which requires a background investigation for registration in accordance with the document referenced in paragraph 2.1.

c. Contractor is required to provide the Government a signed and dated Non-Disclosure for each Contractor assigned to this Task Order and prior to charging to the Task Order in accordance with the document referenced in paragraph 2.1.

d. Contractor is required to obtain System Administration authority from Security in accordance with the document referenced in paragraph 2.1.5.

e. Contractor is required to obtain System Authorization Agreements (form DD2875) for SPS and Navy ERP in accordance with the reference in paragraph 2.1.8.

3.11 Contract Status Reporting. The Contractor shall provide subtask/level decomposition reports based on the following:

a. Prepare and submit the following CDRLs:

(1) Software Analysis Report, CDRL B001 (see paragraphs 3.2.c and 3.9.b)
(2) Software Design Description (SDD), CDRL B002 (see paragraph 3.3.a)
(3) Milestone Schedule, CDRL B003 (see paragraph 3.3.a)
(4) Implementation Plan, CDRL B004 (see paragraph 3.3.a)
(5) Action Item Cost Estimate, CDRL B005 (see paragraph 3.3.a)
(6) Computer Software Product End Items, CDRL B006 (see paragraph 3.4.a)
(7) On Line Update of Documentation, CDRL B007 (see paragraph 3.5.c)
(8) Tailoring of Existing Documentation, CDRL B008 (see paragraph 3.7.d)
(9) Operations & Maintenance Documentation, CDRL B009 (see paragraph 3.7.e)
(10) Desk Guide, CDRL B00A (see paragraph 3.7.f)

b. Track the major tasks identified in this T.O. using the subtasks identified below. These subtasks shall provide an audit trail for all costs incurred on the subtasks. The Contractor shall track costs of each of these uniquely identified subtasks and report this information to the Technical Assistant via the biweekly Task Order Cost Reports (A002).

00T –	Training of Contractor Employees
001 –	General/Miscellaneous
CLO -	Contract Closeout
NMCI –	NMCI Data Gathering, Processing, POC duties, and POC training
OPS –	Operational Support of Computing Room Facilities & Help Desk Operations
SPS –	Standard Procurement System Support/Data Entry,Vendor Support, and Organization Support
PRG -	General Programming Support
WEB –	Web Site Design/Maintenance and Support
WWW –	Synopsis/RFP/RFQ/EDA/FPDS-NG/Navy ERP Input Support and all other Paperless Systems Support

c. Provide a summary of work performed for each subtask identified above that includes: problems encountered, problems solved, trips made, and current schedules and report this information via the Level of Effort Progress and Status Report (A001).

3.12 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on-Center, when available, while performing tasks (i.e. transporting equipment). The contractor shall:

a. Have a valid California driver's license.

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

. Meet all requirements of FAR 45, 52.245-1, 52,245-9, and 5252.245-9500 while operating Government vehicles.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000007291
AMOUNT: $114,150.00
CIN 130010936700001: $114,150.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 – 30 September 2010

6. Overtime:

   a. There are 500 hours of overtime available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

LIST
Attachment (1) QASP
Attachment (2) CDRLs
Attachment (3) DD254 (Provided Separately)

Attachment (1)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0013

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 60% (weight) **Performance, Schedule and Cost must add to 100%**

PERFORMANCE FOR THIS TASK ORDER MEANS:

a. Pursue effective, efficient, and responsive leadership/vision/resource management to ensure delivery of high quality products/services/customer value.
b. Perform high quality Help Desk operations and provide effective problem solving solutions. Make certain customers are satisfied with quality of service under each type of help call or work request.
c. Pursue efficient O&M of Contracts Procurement systems and tools. Minimization of system downtime.
d. Execute timely and accurate electronic reports. Perform accurate and reliable data entry.
e. Ensure currency and accuracy of process documentation and desk guides.

SCHEDULE 30% (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:

a. Provide solutions/operations that will result in the service or product being performed/completed on or ahead of schedule.
b. Provide coverage of all critical operational areas during core work hours.
c. Provide accurate milestone planning and schedule control.

COST 10% (weight)

COST FACTORS:

a. Ensure accurate cost data collection and reporting.
b. Provide effective, efficient, leadership/vision/services/customer financial value.
c. Ensure overall task is completed within costs negotiated on the task order.
d. Provide effective cross training in Operations & Maintenance of SPS and Interfaces, Data Entry and Help Desk areas is critical to daily operations.

EVALUATOR	DATE
(b)6	6-3-08

Performance Objective for PERFORMANCE	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide effective, efficient, and responsive leadership/vision/resource management to ensure delivery of high quality products/services/customer value. Efficient cross-training in areas critical to daily operations.	See attachment.	• Review and validate contractor reports/records/metrics/schedules
Perform high quality Help Desk operations and provide effective problem solving solutions within response time goal. Make certain customers are satisfied with quality of service under each type of help call or work request.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Pursue efficient O&M of Contracts Procurement systems and tools. Minimization of system downtime.	See attachment.	• Review and validate contractor reports/records/metrics
Execute timely and accurate electronic reports. Perform accurate and reliable data entry.	See attachment.	• Review and validate contractor reports and records
Ensure currency and accuracy of process documentation and desk guides.	See attachment.	• Review and validate contractor documentation

1) Leadership/Vision/Resource Management (PWS Section 3.8)
Review of reports/records/metrics/schedules indicate 98-100% level, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Review of reports/records/metrics/schedules indicate 95-97% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Review of reports/records/metrics/schedules indicate 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Review of reports/records/metrics/schedules indicate 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Review of reports/records/metrics/schedules indicate 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Review of reports/records/metrics/schedules indicate 75-79% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Review of reports/records/metrics/schedules indicate 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Review of reports/records/metrics/schedules indicate at or below 70% unsatisfactory effort = Award Fee of 0

2) Customer satisfaction surveys reflect customer satisfaction with effective problem solving within response time goal. (PWS Section 3.9)
Satisfaction Surveys at 98-100% level, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction Surveys at 95-97% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction Surveys at 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction Surveys at 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction Surveys at 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction Surveys at 75-79% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction Surveys at 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction Surveys at or below 70% unsatisfactory effort = Award Fee of 0

3) Efficient Systems/Tools O&M, minimization of downtime. (PWS Sections 3.5 and 3.9)
O&M at 98-100%, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
O&M at 95-97%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
O&M at 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
O&M at 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
O&M at 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
O&M at 75-79% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
O&M at 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
O&M at or below 70% unsatisfactory effort = Award Fee of 0

4) . Report generation and data entry. (PWS Sections 3.6 and 3.9)
Deliverables complete at 98-100% level, =130% satisfaction level, outstanding effort = Award Fee of 96-100%
Deliverables complete at 95-97% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Deliverables complete at 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Deliverables complete at 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Deliverables complete at 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Deliverables complete at 75-79% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Deliverables complete at 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Deliverables complete at or below 70% unsatisfactory effort = Award Fee of 0

5) Documentation and Desk Guides. (PWS Sections 3.7)
Documentation complete at 98-100% level, =130% satisfaction level, outstanding effort = Award Fee of 96-100%

Documentation complete at 95-97% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%

Documentation complete at 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%

Documentation complete at 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%

Documentation complete at 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%

Documentation complete at 75-79% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%

Documentation complete at 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%

Documentation complete at or below 70% unsatisfactory effort = Award Fee of 0

Performance Objective for SCHEDULE	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Review and validate contractor reports/records/metrics
Provide coverage of all critical operational areas during core work hours. Maintain help desk and all operational support coverage IAW para 2.2.d through 2.2.s and as specified in para. 3.9.h and 3.9.i.	See attachment.	• Review and validate contractor reports/records/metrics
Ensure response times for Help Calls during government core work hours are met. Maintain help desk support coverage IAW para 2.2.d through 2.2.s and as specified in para. 3.9.h and 3.9.i.	See attachment.	• Review and validate contractor reports/records/metrics

1) Quality Assurance of products/service/schedule. (PWS Section 3.8)
Zero to 2% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
3-4% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
5-6% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
7-8% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
9-10% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
11-14% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
15-19% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 20% error rate = unsatisfactory effort = Award Fee of 0

2) Provide coverage of all critical operational areas during core work hours (PWS Section 3.8 and 3.9)
Response Time under 1 hour = 130% satisfaction level, outstanding effort = Award Fee of 96-100%

Response Time at 1 hour= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Response Time at 1.5 hours = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Response Time at 2 hours = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Response Time at 2.5 hours = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Response Time at 3 hours = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Response Time at 3.5 hours = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Response Time greater than 4 hours = 96% unsatisfactory effort = Award Fee of 0

3) Response Times 0600-1700 hrs (PWS Sections 3.8 and 3.9)
Response Time under 2 hours = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Response Time at 2 hours= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Response Time at 2.5 hours = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Response Time at 3 hours = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Response Time at 3.5 hours = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Response Time at 4 hours = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Response Time at 4.5 hours = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Response Time greater than 5 hours = 96% unsatisfactory effort = Award Fee of 0

Performance Objective for COST	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure accurate cost data collection and reporting.	See attachment.	• Review/validate contractor reports
Provide effective, efficient, leadership/vision/resource management to deliver high quality products/services/customer financial value	See attachment.	• Review/validate contractor reports • Conduct independent surveys
Ensure overall task is completed within costs negotiated on the task order.	See attachment	• Review/validate contractor reports
Provide effective cross training in Operations & Maintenance of SPS and Interfaces, Data Entry and Help Desk areas is critical to daily operations.	See attachment.	• Review/validate contractor reports

1) Accuracy of cost data collection and reporting. (PWS section 3.11)

Zero to 1% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
2% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
3% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
4% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
5% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
6% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
7% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 7% error rate = unsatisfactory effort = Award Fee of 0

2) Provide effective, efficient, leadership/vision/resource management to deliver high quality products/services/customer financial value (PWS section 3.8 and 3.11)

Satisfaction Surveys at 98-100% level, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction Surveys at 95-97% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction Surveys at 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction Surveys at 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction Surveys at 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction Surveys at 75-79% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction Surveys at 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction Surveys at or below 70% unsatisfactory effort = Award Fee of 0

3) Overall Task completed within negotiated cost. (PWS section 3.11)

Zero to 1% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
2% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
3% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
5% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
6% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
7% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
9% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 10% error rate = unsatisfactory effort = Award Fee of 0

4) Provide effective cross training in critical areas of support. (PWS section 3.8)

Response Time under 2 hours = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Response Time at 2 hours = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Response Time at 2.5 hours = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Response Time at 3 hours = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Response Time at 3.5 hours = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Response Time at 4 hours = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Response Time at 4.5 hours = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Response Time greater than 5 hours = 96% unsatisfactory effort = Award Fee of 0

Attachment (2)

CONTRACT DATA REQUIREMENTS LIST *(1 Data Item)*	Form Approved OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MISC
D. SYSTEM/ITEM Analysis Support Services	E. CONTRACT/PR NO. N68936-08-D-0016, T.O. 0013	F. CONTRACTOR **Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B001	**TECHNICAL REPORT – STUDY/SERVICES**	**Software Analysis Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.2.c, 3.9.b**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
N/A		**N/A**	**SEE BLK 16**

Block 4: Update may be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by Government prior to delivery.

Block 12 & 13: Reports shall be delivered as defined in the individual Work Orders and/or Action Items.

Block 14: Reports shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery. In the event Work Order and/or Action Item request an oral presentation Contractor shall present the material to the Government as well as deliver electronic media.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**080129**	**DRRB Chairperson**	**080129**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: IPSC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Analysis Support Services	N68936-08-D-0016, T.O. 0013	**Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B002	**SOFTWARE DESIGN DESCRIPTION (SDD)**	

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-IPSC-81435A	**SOW Para 3.3.a**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Document may be in contractor format as long as DID is used for guidance

Block 9: Distribution Statement shall be provided by Government prior to delivery.

Block 12 & 13: Documents shall be delivered as defined in the individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Documents shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**080129**	**DRRB Chairperson**	**080129**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MGMT
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0013	F. CONTRACTOR: **Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B003	**INTEGRATED MASTER SCHEDULE (IMS)**	**Milestone Schedule**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MGMT-81650	**SOW Para 3.3.a**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Schedule may be in contractor format as long as DID is used for guidance

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Schedule shall be delivered as defined in the individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Documents shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES: Draft	Final: Reg	Final: Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**080129**	**DRRB Chairperson**	**080129**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MISC
D. SYSTEM/ITEM Analysis Support Services	E. CONTRACT/PR NO. N68936-08-D-0016, T.O. 0013	F. CONTRACTOR **Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B004	**TECHNICAL REPORT – STUDY/SERVICES**	**Implementation Plan**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.3.a**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

Block 4: Plan may be in contractor format as long as DID is used for guidance

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Plan shall be delivered as defined in the individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Plan shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**080129**	**DRRB Chairperson**	**080129**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: FNCL
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0013	F. CONTRACTOR: **Jacobs Technology, Inc.**
1. DATA ITEM NO.: **B005**	2. TITLE OF DATA ITEM: **MANHOUR ESTIMATE, TECHNICAL COST PROPOSALS**	3. SUBTITLE: **Action Item Cost Estimate**
4. AUTHORITY *(Data Acquisition Document No.)*: **DI-FNCL-81116**	5. CONTRACT REFERENCE: **SOW Para 3.3.a**	6. REQUIRING OFFICE: **NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

Block 4: Estimate may be in contractor format as long as DID is used for guidance

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Estimate shall be delivered as defined in the individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Estimate shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION	b. COPIES		
a. ADDRESSEE	Draft	Final Reg	Final Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**080129**	**DRRB Chairperson**	**080129**

DD Form 1423-1, 1 Jun 9090

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MCCR

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Analysis Support Services	N68936-08-D-0016, T.O. 0013	**Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B006	**COMPUTER SOFTWARE PRODUCT END ITEMS**	

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MCCR-80700	**SOW Para 3.4.a**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Format shall comply with Paragraph 2.1.1 of SOW.

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Software Products shall be delivered as defined in the individual Work Orders and/or Action Items

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**080129**	**DRRB Chairperson**	**080129**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: ADMN
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0013	F. CONTRACTOR: **Jacobs Technology, Inc.**
1. DATA ITEM NO.: **B007**	2. TITLE OF DATA ITEM: **REVISIONS TO EXISTING GOVERNMENT DOCUMENTS**	3. SUBTITLE: **On Line Update of Documentation**
4. AUTHORITY *(Data Acquisition Document No.)*: **DI-ADMN-80925**	5. CONTRACT REFERENCE: **SOW Para 3.5.c**	6. REQUIRING OFFICE: **NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**QTRLY**	**31 MAR 2008**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**EOQ**	**SEE BLK 16**

Block 4: Documentation will be maintained in original format (Microsoft Word or Excel).

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 13: Subsequent updates shall be completed on the last day of Jun, Sept and Dec of 2008. All documents will be delivered (via softcopy) and reviewed by the technical Assistant annually.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES: Draft	Final: Reg	Final: Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**080129**	**DRRB Chairperson**	**080129**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

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OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MCCR
D. SYSTEM/ITEM Analysis Support Services	E. CONTRACT/PR NO. N68936-08-D-0016, T.O. 0013	F. CONTRACTOR **Jacobs Technology, Inc.**
1. DATA ITEM NO. **B008**	2. TITLE OF DATA ITEM **COMPUTER SOFTWARE PRODUCT END ITEMS**	3. SUBTITLE **Tailoring of Existing Documentation**
4. AUTHORITY *(Data Acquisition Document No.)* **DI-MCCR-80700**	5. CONTRACT REFERENCE **SOW Para 3.7.d**	6. REQUIRING OFFICE **NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

Block 4: Contractor format may be used subjected to Government approval.

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Software Products shall be delivered as defined in the Individual Work Orders and/or Action Items.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**080129**	**DRRB Chairperson**	**080129**

DD Form 1423-1, 1 Jun 9090

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: IPSC
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0013	F. CONTRACTOR: **Jacobs Technology, Inc.**
1. DATA ITEM NO.: **B009**	2. TITLE OF DATA ITEM: **SOFTWARE USER MANUAL (SUM)**	3. SUBTITLE: **Operations & Maintenance Documentation**
4. AUTHORITY *(Data Acquisition Document No.)*: **DI-IPSC-81443A**	5. CONTRACT REFERENCE: **SOW Para 3.7.e**	6. REQUIRING OFFICE: **NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Documentation may be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Documentation shall be delivered as defined in the Individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Documentation shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES: Draft	Final: Reg	Final: Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**080129**	**DRRB Chairperson**	**080129**

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MISC
D. SYSTEM/ITEM Analysis Support Services	E. CONTRACT/PR NO. N68936-08-D-0016, T.O. 0013	F. CONTRACTOR **Jacobs Technology, Inc.**
1. DATA ITEM NO. **B00A**	2. TITLE OF DATA ITEM **TECHNICAL REPORT – STUDY/SERVICES**	3. SUBTITLE **Desk Guide**
4. AUTHORITY *(Data Acquisition Document No.)* **DI-MISC-80508B**	5. CONTRACT REFERENCE **SOW Para 3.7.f**	6. REQUIRING OFFICE **NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

Block 4: Desk Guide may be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provide be the Government prior to delivery.

Block 12 & 13: Desk Guide shall be delivered as defined in the Individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Desk Guide shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery. Upon approval Desk Guide shall be filed in the Business Systems Office Documentation Library.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**080129**	**DRRB Chairperson**	**080129**

DD Form 1423-1, 1 Jun 9090

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0014	2008 Aug 01	1300109337	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY 03QT6
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,104,067.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL
31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.
32. PAID BY

30. INITIALS
33. AMOUNT VERIFIED CORRECT FOR
34. CHECK NUMBER
35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED *(YYYYMMMDD)*	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		764	Hours		$108,356.00

P3R Resource Group Support

In accordance with Section C Performance Work Statement (PWS).
This task order is severable.

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$108,356.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting Purposes Only	

CIN: 130010933700001 ACRN AA $20,000.00

PURCHASE REQUEST NUMBER: 1300109337

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		3,568	Hours		$489,415.00

P3R Resource Group Support

In accordance with Section C Performance Work Statement (PWS).
This task order is severable.

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$489,415.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		3,568	Hours		$506,296.00
	P3R Resource Group Support				
	In accordance with Section C Performance Work Statement (PWS). This task order is severable.				
	CPAF				

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$506,296.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
People, Process & Product (P3R) Resource and Software Resource Center (SRC) groups of the NAVAIR Software/Systems Support Center (NSSC)
N68936-08-D-0016, T.O. 0014
1 Apr 2008

Applicable Contract SOW Paragraphs: 3.1, 3.5, and 3.8

1 **Scope**. The scope of this Task Order includes organizational development, strategic communications, process improvement, and knowledge management in support of the P3R and SRC groups of the NAVAIR Software/Systems Support Center. The support will include: Studies, Analysis and Assessments as well as Data Management, Information Handling, Management Process Improvement and Resource Planning in support of various projects/programs across NAVAIR Weapons Division.

2. **Applicable Documents.** The following documents will be used as a guide and for planning purposes. The Government will provide the Contractor with the following documents.

2.1 The Skilled Facilitator, by Roger Schwarz

2.2 P3R Business Plan for current year

2.3 Process Consultation, by Edgar Schein

2.4 The 7 Habits of Highly Effective People, by Stephen R. Covey

2.5 IPT Roadmap – Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Oct 1999, Rev 1

3. **Performance Requirements.**

3.1 General Requirements. The Government will provide tasking to the Contractor electronically or via Contractor "in-basket". The Government will require travel and the purchase of materials in support of this Task Order. The Government may require training in support of this Task Order.

3.2 Organizational Development. The Contractor shall:

a. Provide facilitation services for intact work groups. These services shall follow the guidelines as documented in paragraphs 2.1 and 2.2 that include facilitated group event process design, basic and development facilitation, and recorder (e.g. minutes) services.

b. Provide process consultation services. These services shall follow the guidelines as documented in paragraph 2.3 that include organizational diagnostics, survey development, conduct, analysis, and recommendation reports.

c. Provide change management consultation. These services shall follow the guidelines as documented in paragraphs 2.2 and 2.4 that include training and application of Prosci's Awareness, Desire, Knowledge, Ability, Reinforcement (ADKAR) change management model, method, and tools.

d. Provide improvement workshops for intact work groups. These services shall follow the guidelines as documented in paragraphs 2.2, 2.3, and 2.4. These include basic facilitation, facilitative leadership, Covey 7 Habits, feedback, and process modeling.

e. For each delivered service, distribute and collect feedback using the P3R workshop and facilitation feedback forms.

f. The Contractor shall provide follow-on facilitation and coaching services in accordance with paragraph 2.2 that includes the High Performance Organization (HPO) Diagnostic/Change Model.

3.3 Strategic Communication. The Contractor shall provide training and consultation services for a variety of interrelated communication disciplines. Training shall consist of course material development, media preparation, and subsequent presentation.

3.4 Knowledge Management. The Contractor shall

a. Investigate, document, and publish stories of knowledge-sharing within the NAVAIR organization. These stories shall include articles, video, graphic, and audio techniques for documentation.

b. Attend other Strategic Planning Meetings to obtain and collect information regarding how other groups go through the strategic planning process. This information shall be transferred onto multi-media (format to be agreed upon by TA and Contractor) and used to provide training in accordance with paragraph 3.2.

3.5 Subtask Reporting. The Contractor shall:

a. Provide level decomposition/subtask reporting and invoicing for individual NSSC components (e.g. People, Process, and Product Resource (P3R)).

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000007372
AMOUNT: $20,000.00
CIN 130010933700001: $20,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Unclassified.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR: (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

Section J - List of Documents, Exhibits and Other Attachments

Attachment (1) QASP

Attachment (1)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data	
	Task Order No. 0014
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
60% **(weight) Performance**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached	
20% **(weight) Schedule**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached	
20% **(weight) Cost**	
COST FACTORS: See attached	
EVALUATOR (b)6	DATE 5-27-08

	Performance	
Objective	***Standard and Acceptable Quality Level***	***Method of Assessment***
Delivery of effective and professional group facilitation and process consultation and coaching (PWS 3.2)	100% responses at strongly agree = 130 satisfaction level 100% responses at strongly agree or agree = 120 satisfaction level 90-99% responses at strongly agree or agree = 110 satisfaction level 80-89% responses at strongly agree or agree = 100 satisfaction level 75-79% responses at strongly agree or agree = 90 satisfaction level 70-74% responses at strongly agree or agree = 80 satisfaction level 65-69% responses at strongly agree or agree = 70 satisfaction level Below 65% responses at strongly agree or agree = unsatisfactory level	P3R facilitation feedback forms (V20031212) Question 1 and 3.
Delivery of effective and professional workshops. (PWS 3.2, 3.3)	100% responses at strongly agree = 130 satisfaction level 100% responses at strongly agree or agree = 120 satisfaction level 90-99% responses at strongly agree or agree = 110 satisfaction level 80-89% responses at strongly agree or agree = 100 satisfaction level 75-79% responses at strongly agree or agree = 90 satisfaction level 70-74% responses at strongly agree or agree = 80 satisfaction level 65-69% responses at strongly agree or agree = 70 satisfaction level Below 65% responses at strongly agree or agree = unsatisfactory level	P3R workshop feedback form (V20031212) Question 1 and 3.
Delivery of high quality stories. (PWS 3.4)	100% responses at exceeds expectations = 130 satisfaction level 100% responses at exceeds or meets expectations = 120 satisfaction level 90-99% responses at exceeds or meets expectations = 110 satisfaction level 80-89% responses at exceeds or meets expectations = 100 satisfaction level 75-79% responses at exceeds or meets expectations = 90 satisfaction level 70-74% responses at exceeds or meets expectations = 80 satisfaction level 65-69% responses at exceeds or meets expectations = 70 satisfaction level Below 65% responses at exceeds or meets expectations = unsatisfactory level	Customer feedback via interview
Adherence to P3R operating values and participation in leadership functions. (PWS 3.2)	100% responses at exceeds expectations = 130 satisfaction level 100% responses at exceeds or meets expectations = 120 satisfaction level 90-99% responses at exceeds or meets expectations = 110 satisfaction level 80-89% responses at exceeds or meets expectations = 100 satisfaction level 75-79% responses at exceeds or meets expectations = 90 satisfaction level 70-74% responses at exceeds or meets expectations = 80 satisfaction level 65-69% responses at exceeds or meets expectations = 70 satisfaction level Below 65% responses at exceeds or meets expectations = unsatisfactory level	P3R peer team member feedback
	Schedule	
Objective	***Standard and Acceptable Quality Level***	***Method of Assessment***
Self-management and tracking of work efforts – providing status on efforts on regular basis.	100% submission by Tues of following week = 130 satisfaction level 80% submission by Tues of following week = 120 satisfaction level 100% submission by end of month for the month = 110 satisfaction level 100% submission by the end of the quarter for the quarter =100 satisfaction. 1 to 2 Missing report by the end of the quarter = 90 satisfaction 3 to 4 Missing report by end of the quarter = 80 satisfaction 5 to 6 Missing report by end of the quarter = 70 satisfaction More than 6 missing reports = unsatisfactory level	P3R weekly status report submission
Timely coordination and responsiveness to requests for products and services	100% responses at exceeds expectations = 130 satisfaction level 100% responses at exceeds or meets expectations = 120 satisfaction level 90-99% responses at exceeds or meets expectations = 110 satisfaction level 80-89% responses at exceeds or meets expectations = 100 satisfaction level 75-79% responses at exceeds or meets expectations = 90 satisfaction level 70-74% responses at exceeds or meets expectations = 80 satisfaction level 65-69% responses at exceeds or meets expectations = 70 satisfaction level Below 65% responses at exceeds or meets expectations = unsatisfactory level	Customer feedback via interview

	Cost	
Objective	***Standard and Acceptable Quality Level***	***Method of Assessment***
Provide solutions that will result in the product or service being delivered under original cost estimate.	Three or more solutions for cost savings per quarter = 130 satisfaction level Two solutions for cost savings per quarter = 120 satisfaction level One solution for cost savings per quarter = 110 satisfaction level Remaining 10% within cost estimates = 100 satisfaction level Overrunning cost by 11 – 15% = 90 satisfaction level Overrunning cost by 16 - 20% = 80 satisfaction level Overrunning cost by 21 – 25% = 70 satisfaction level Overrunning cost by greater than 25% = unsatisfactory level	Review/validate contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0015	2008 Aug 01	See Schedule	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,938,750.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | e. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		2,450	Hours	$144,714.00

AV-8B Engineering, Tech & TACLAB

In accordance with Section C Performance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$144,714.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		

For Navy Accounting purposes only
PURCHASE REQUEST NUMBER: 1300107271

ACRN AA $86,277.50
CIN: 130010727100001

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102		

For Navy Accounting purposes only
PURCHASE REQUEST NUMBER: 1300107273

ACRN AB $46,240.00
CIN: 130010727300001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		14,090	Hours	$882,505.00

AV-8B Engineering, Tech & TACLAB

In accordance with Section C Performance Work Statement (PWS)

This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$882,505.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		14,090	Hours	$911,531.00

AV-8B Engineering, Tech & TACLAB

In accordance with Section C Performance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$911,531.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
AV-8B ENGINEERING, TECHNICAL AND TACLAB SUPPORT
Contract N68936-08-D-0016, T.O. 0015
1 August 2008

1 **Scope**. This scope of this Task Order is for development, test and evaluation of the AV-8B weapon system supporting all current and future versions of the AV-8B aircraft, including: Night Attack, Harrier II+ (Radar), and Trainer. The AV-8B Joint System Support Activity (JSSA) is teamed with Boeing to design and develop follow-on Operational Flight Programs (OFPs) for the Mission System Computer (MSC) and Warfare Management Computer (WMC). The development of these totally new OFP's requires that existing implementations of system requirements, system architectural structures, algorithms, math-flows, and other related system and software constructs be analyzed, evaluated, and re-engineered. This task order will support the Assault Weapons Integration Section (Code 451200D) of the Avionics Department at the Naval Air Warfare Center - Weapons Division (NAWCWD) which is part of JSSA. The field engineering tasks support the AV-8B JSSA at Marine Corps Air Station (MCAS) Yuma, AZ and MCAS Cherry Point, NC, or at government and contractor installation or facilities as the need arises.

This Task Order also includes support of the AV-8B Joint Systems Support Activity (JSSA) Integrated Product Team (IPT), and various other Programs in the following task areas: Configuration Management (CM); Data Management (DM); Quality Assurance (QA); AV-8B Program Office Library technical reference library support; data entry; technical writing, financial analysis and technical data handling support; software process engineering; software development; cost and schedule financial management support; analysis, design, implementation and upgrades of test bed workstations and stand-alone software tools.

1.1 **Background**. The AV-8B program is a multi-national, co-production effort which includes Spain and Italy as full and equal partners in the design, development, test, and fleet introduction of the AV-8B Harrier II+ weapon system. The AV-8B JSSA (Code 41140WD) is the NAWCWD Integrated Project Team unit for the AV-8B program as designated by PMA-257. The AV-8B JSSA is charged with overseeing the AV-8B weapon systems Development, Test and Evaluation (DT&E). This includes the Operational Flight Program (OFP) software consisting of Mission Computer (MC)/Mission System Computer (MSC), Display Computer (DC), Weapons Management Computer (WMC), and Ground Support Equipment (i.e., the Program Loader Set (PLS), Mission Planning Systems (MPS), avionics laboratories, simulators, trainers, data collection and reduction, and system analysis. The AV-8B JSSA is responsible for execution of both U.S. and international aspects of the program. The JSSA is comprised of both U.S. personnel and representatives of the international partners.

2 Applicable Documents. The Government will provide the Contractor the most current version of the following documents:

2.1 Specifications, Standards, and Handbooks: (Use as a guide only)

a. ISO-9000, International Standard Quality Management, Quality Assurance
b. OPNAVINST 5510.1H
c. NWC IDP 3736 Security Guidelines
d. OPNAV Instruction 4790.2 Series
e. AV-8B OMNIBUS Test Plans
f. JSSA CMDM Desk Procedures

The Government will also provide access to applicable reference documents, technical source material, applicable specifications, standards, and handbooks via the Program Library or on-line on the AV-8B server.

3 Performance Requirements.

3.1 General. The Government will require travel, training and overtime in support of this task order. The Government will provide tasking via the Contractor's "in-basket" either electronically or hardcopy.

3.2 OFP Software Engineering (DT&E Phase). The Contractor shall provide software engineering related to the design and developmental test and evaluation (DT&E) and verification and validation of the set of AV-8B Operational Flight Plans (OFPs) required for integrating advanced weapon system software functions with existing aircraft computer systems.

3.3 OFP Field Engineering Support. The Contractor shall:

a. Provide software or hardware engineering relating to the fleet introduction of AV-8B hardware and software updates. The effort shall include document reviews, participation in engineering change proposal (ECP) development and tracking, analyses, recommendations, and reports based on technical findings.

b. Provide comprehensive reports, data and analysis of any problem or trends associated with any system, equipment, program or project sponsored or supported by AV-8B JSSA, and any other agency. Such technical reports will be delivered within thirty days of the findings.

3.4 Mission Support Systems Field Engineering Support. The Contractor shall:

a. Evaluate qualitative reliability, maintainability, and supportability characteristics for AV-8B Mission Support Systems. The Mission Support Systems include Mission Planning System, AV-8B Maintenance Station, AV-8B Landing Signal Officers Automated Shipboard Operating Bulletin and the Joint Mission Planning Systems (JMPS) as required by the AV8B JSSA, and PMA-281.

b. Provide analysis, technical studies, and reports relative to component Time-Before-Overhaul of Aircraft Optical Disks and Mission Planning Compact Disk Images. Customer support, liaison, and training will be provided as required on all Mission Support Systems.

c. Collect, analyze and report on data retrieval and analysis functions relating to the OFP and the Engine Monitoring System, Aircraft Incident Record, and Fatigue Tracking.

3.5 System Research and Analysis:

This Section may require travel, domestic and/or foreign, to research and gather technical information.

3.5.1 The Contractor shall gather operational and developmental characteristics data about assigned avionics or weapons/stores system scheduled for integration into assigned aircraft weapons systems. The data is intended to be used during the future integration of the avionics or weapon/store into the aircraft weapon system and to promote interoperability across national tactical warfighting assets. Data shall be gathered from the applicable Program Offices and/or groups and participants associated with the systems or weapons scheduled for integration into the subject aircraft. The Contractor shall compile the data, recommend methods and options available for integration, and present the findings in an Operational Characteristics Report for each assigned system or weapon.

It is projected that two Operational Characteristics Reports will be required per year.

3.5.2 Weapons Systems Analysis -- The Contractor shall perform trend analyses on weapon delivery and navigation system performance and recommend changes to enhance system/subsystem performance. The Contractor shall compare assigned OFP weapon delivery and navigation system performance to that of previous OFPs as documented in the applicable database. The Contractor shall document the results of each analysis in an Analysis Report. The Analysis Report shall: 1) clearly state the nature and scope of the problem analyzed; 2) document the analysis process and results; and 3) concisely recommend a course of action to resolve the analyzed problem. The data to be analyzed will be established during

Program Reviews and assigned to the Contractor via a Work Assignment (including Report due date) deposited in the Task Lead's (TL) "in-basket" (or transmitted via electronic message). It is anticipated that one OPF analysis will be required per month.

The contractor shall evaluate the performance of weapon delivery and navigation modules for assigned aircraft OFPs. To support these evaluations, the Contractor may develop simulation models and software interfaces for real-time and non-real time analyses.

3.5.3 Weapon Delivery Analysis -- Using the Government's analysis tool (example: IMPACT), the Contractor shall perform analysis of existing aircraft weapon delivery system algorithms implemented in the aircraft OFPs. The Contractor shall document the design criteria, performance, accuracy, and limitations of the existing weapon delivery system in an Analysis Report, which: 1) clearly states the nature and scope of the problem analyzed; 2) documents the analysis process and results; and 3) concisely recommends a course of action to resolve the analyzed problem. The Report shall also include any recommendations that the Contractor might develop to improve the performance or accuracy of the subject algorithms. The algorithms to be analyzed and the analysis tool to be applied will be established during Program Reviews and assigned to the Contractor via a Work Assignment (including Report due date) deposited in the TL's "in-basket" (or transmitted via electronic message). It is anticipated that one weapon delivery analysis will be required every three months.

The Contractor shall modify the Government's analysis tool, as required for the analysis of assigned OFP bombing data (see preceding paragraph). Any modifications to the analysis software shall be documented in a Software Development Package, containing the results of requirements analysis, design, and code construction developed during the software development or maintenance effort. It is anticipated that one analysis tool modification will be required every six months.

3.6 Government-owned vehicles (USN). The Contractor may be required to use Government owned vehicles (when available) on- and off-Center, while performing tasks, under this PWS. Potential uses of Government-owned USN vehicles may include the transport of data, equipment, and material to/from various locations. The contractor shall:

a. Have a valid California driver's license.
b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with section I of this Basic contract (FAR 52.228-7).
c. Meet all requirements of FAR 45, and clauses 52.245-1, 52.245-9, and 5252.245-9500 while operating Government vehicles.

3.7 The Contractor shall perform assigned tasking using established processes. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government. The Government will provide tasking via the Contractor's "in-basket" either electronically or hardcopy. The Government may require travel, training and overtime in support of this Task Order. The Contractor shall:

a. Be proficient and accomplish all work on AV-8B systems using MS Office Products, Microsoft Project, DOORS, CANVAS, Linux, Serena (formerly known as PVCS), Filemaker Pro, Access, S1032, MediaFACE, Visual Basic, SQL, Unix, Oracle, Crystal Reports, Visual Studio, InstallShield, Pearl, Web design, and VISIO.

b. Be proficient in the use of VAX, SGI, UNIX and SUN computers.

c. Perform market research for materials and supplies in support of this Task Order.

d. Create, maintain and update processes and procedures for all AV-8B project teams at the JSSA.

e. Participate, attend and recommend improvements to the Process Improvement Teams Meetings.

f. Attend and provide minutes from all major program milestone reviews, Change Review Boards, and AV-8B project meetings.

g. Maintain Action Item tracking system and generate reports for the AV-8B JSSA major program milestone reviews and weekly meetings.

3.8 Configuration Management/Data Management/Quality Assurance (CM/DM/QA). The Contractor shall carefully follow established CM/DM/QA and backup procedures in performance of all tasking which requires CM/DM/QA to ensure baselines are not corrupted and data is not lost. The Contractor shall:

a. Perform CM/DM/QA for all AV-8B project areas including, but not limited to maintaining development-level CM/DM/QA for all OFP and MSS test activities.

b. Provide tracking for the following: test procedures, Document Change Requests (DCRs), Problem Reports (PRs), Change Requests (CRs), Change Proposals (CPs), Display Format Diagrams (DFDs), Object Linking Embedding (OLE)s, and Peer Review Packages within the applicable application and/or servers.

c. Provide tracking mechanism for OFP software development, verification and validation (V&V) test processes and all associated products, including documentation.

d. Perform OFP software builds and audit reporting that includes but is not limited to establishing and maintaining a CM/DM Library in which configuration control shall be in PVCS.

e. Perform DFD and OLE librarian functions.

f. Maintain up-to-date configurations of all DFDs and OLE files within PVCS as well as designated areas of the AV8B shared server structure.

g. Perform as primary approver for recommended closure of PRs, CRs, and Peer Review packages.

h. Coordinate, compile and distribute Fleet-release packages to the Fleet.

i. Coordinate and schedule document reviews and log document review resolutions.

j. Create and update Master Comments list, perform quality check of final documents, obtain final signatures, and submit to Library.

3.9 System Anomaly Reports (SARs) Tracking. The Contractor shall:

a. Provide backup support to the AV-8B Project Office for tracking, documenting changes, and maintaining SARs on the SARs Tracking Database.

b. Prepare SARs for the meeting, take minutes of the meeting, and update the SARs database as a result of information from these meetings.

c. Distribute SAR information in accordance with the SAR Desktop Procedures (paragraph 2.1), and download and distribute impromptu reports as required by the Configuration Manager, Quality Assurance (QA) Manager, Module Engineers, Test Engineers, or System Engineers.

3.10 Technical Reference Library Support. The Contractor shall:

a. Maintain document control for AV-8B.

b. Operate a configuration control library for the IPT in accordance with the AV-8B System Development & Integration Section Library Plan and Procedures (paragraph 2.1).

c. Prepare updates to the plans, procedures, deskbooks, database functional description documents, user's manuals, and other documents describing the operation of the Library and CM/DM databases.

d. Provide data management, including recording and tracking the delivery status of software and documentation, and maintain logs of the documentation.

e. Log and file documents from the CM/DM Manager that have been approved by the Government. (Government personnel will determine which documents are to be checked into the Project Office Library.)

f. Keep an accurate, up-to-date listing in the current database of all AV-8B Master Library contents.

g. Archive old hardcopy and electronic data from on-site library to the off-site sea van storage area and off-site Catastrophe site area.

h. Distribute to JSSA personnel technical material as needed to support engineering activities.

i. Maintain an accurate status accounting of all technical materials that have been checked out or distributed in the most current database.

j. Scan identified library documentation in accordance with the Plan for Transition to a Paperless Library and the Scanning Manual Desktop Procedures (see paragraph 2.1).

3.11 Database Administration. The Contractor shall:

a. Provide data entry for all AV-8B documentation, including requirements documentation, source code documentation, mathflows, DFDs, plans, procedures, users' manuals, technical minutes, technical presentations, and the AV-8B System Configuration Set Engineering Support Contract Contract Data Requirements Lists (CDRLs).

b. Provide support for logging, tracking, and reporting of all incoming deliverable items for the AV-8B JSSA. Items for review shall be, tracked, logged and distributed to allocated reviewers. Response comments shall be compiled and draft response and approval letters shall be generated from templates and forwarded to the block lead for review/release/approval.

c. Provide data entry for the generation and revision of documents being modified by the engineers and for documents being generated or modified by the AV-8B Project Office for any of the sustaining efforts or active projects.

d. Prioritize and status new documentation and problem areas for all AV-8B projects in weekly status meetings with Contractor, TA and/or ATA.

e. Perform database system administration duties on all AV-8B databases including but not limited to PVCS, DOORS, Flight Test Database, Action Item Database, Library Database and CDRL Database.

f. Create and modify scripts used to track metrics data in the form of test working documents and problem reports change requests. Provide reports as requested.

3.12 Technical Writing/Editing Support. The Contractor shall:

a. Provide technical writing for the generation or revision of all documentation. Documentation will include management documentation; system and software requirements specifications; interface

control documents; system engineering management documents; software development documents, that includes operational concept documents, Avionics System Integration Requirements Document Description (ASIRD)s, Computer Program Design Specifications (CPDS), software design documents, data dictionaries, architecture documents, version description documents, test plans, front material for test procedures, and test reports; users' manuals and pilots' manuals; Fleet release notes; NATOPS/technical publications/tactical Manuals; and AV-8B CM and QA Plan and Procedures updates.

b. Organize technical data from JSSA Project personnel into cohesive document presentation. This technical material may come from redlined documents, technical meetings and discussions, or engineers.

c. Edit documents originated by the engineers to ensure the documents are consistent, clean of grammatical and typographical errors, free of redundancy, and are organized and presented in an understandable and clearly written format.

d. Use the Document Standard available on the Server (paragraph 2.1) as a starting point for new documents and as a reference point for editing.

e. Maintain and update the Document Standard and create other style guide information for AV-8B project use as initiated by the weekly coordination team meetings.

f. Prioritize and status technical documentation and problem areas for all AV-8B projects in weekly status meetings with Contractor, TA and/or ATA.

g. Perform html conversion of word files for inclusion as help files in software.

3.13 PVCS Data Administration. The Contractor shall:

a. Create, populate, and maintain a structure in PVCS for replacement of the current SARs/STRs database.

b. Perform system administration and operator duties which will include but are not limited to: increasing database space and operation efficiency; planning and overseeing upgrades; testing and verifying via test bed; maintaining and updating scripts; controlling user access; and running diagnostic scripts.

c. Create a web interface, establishing links that include but are not limited to; work instructions; list of PVCS users; change documentation checklist; contacts for assistance; PVCS user tips; PRs and CRs; and SAR/STR descriptions and lifecycles.

d. Provide change document reporting, and scripts to search for change documents and their status.

e. Provide training for users via email, one-on-one, or classroom environment on any new functionality resulting from changes or upgrades.

f. Create and maintain reports as requested by users.

g. Perform troubleshooting and resolution activities.

h. Support the development activities associated with converting from a Sun environment to a Windows environment.

3.14 DOORS Data Administration. The contractor shall:

a. Create and maintain database structures.

b. Perform system administration and operator duties which will include but are not limited to; planning and overseeing upgrades; testing and verifying via test bed; maintaining and updating scripts; controlling user access; and running diagnostic scripts.

c. Create and maintain scripts for CP reporting, test procedure conversions, metrics, CP status, and document creation.

d. Be responsible for maintaining data accuracy and linking.

e. Generate as requested the Weapon System Requirement Document (WSRD), System Requirements Specification (SRS), and Functional Requirement Document (FRD) via DOORS scripting.

f. Provide training for users via email, one-on-one, or classroom environment on any new functionality resulting from changes or upgrades.

g. Perform troubleshooting and resolution activities.

3.15 Programming Development and Enhancements. The Contractor shall provide technical software development services in:

a. Peer reviews.

b. Systems analysis.

c. Object-oriented design.

d. Programming.

e. Unix scripting

f. DOORS DXL scripting.

g. Documentation.

h. Team Software Process (TSP) / Personal Software Process (PSP) implementation.

i. Maintenance changes and minor enhancements to the existing CM and Library databases.

3.16 Business Operations and Financial Support. The Contractor shall:

a. Provide information handling for receipt, processing, storage and delivery of technical data including processing and reformatting, data management, maintaining files, reproduction, and retrieving data.

b. Provide financial and business support including financial and accounting support, property/inventory services, procurement/supply support and resource planning services.

c. Maintain and upgrade tools used for planning, scheduling, costing, and tracking/monitoring efforts of IPT activities for the AV-8B and F/A-18 IPTs.

d. Provide cost and schedule data support, including system administration, implementation and analysis of monthly cost and schedule data, training, creating and maintaining interfaces between the NAVAIR financial system and cost and schedule tools, merging of Government cost and schedule data with contractor data, reporting this data to the IPT Lead and PMA.

e. Attend and participate in management/technical coordination meetings/briefings to keep management/technical team members up-to-date on project planning, scheduling and tracking.

3.17 Lab Operations. The Contractor shall:

a. Maintain databases to track all RDT&E systems support activity and log all equipment that is in a status of repair, storage, or on-loan.

b. Add and/or remove domain accounts, change passwords, unlock accounts, add and revoke permissions on new and old accounts.

c. Develop business management web pages.

d. Perform backups and archives for VAX, SGI, Linux, Sun, and simulation lab and data collection equipment in accordance with the manufacturers' instructions and the procedures in paragraph 2.1.

e. Perform installation, maintenance, upgrades, repairs, lab software and hardware installation on all Simulation Lab Equipment, Servers, and Workstations and Peripherals in accordance with established instructions and procedures. This includes: password changes, virus protection, accreditation, service packs, and emergency repair procedures when required.

f. Maintain the Weapon System Support Facility (WSSF) Status log to include: configuration data, accreditation dates, Emergency Repair Disc (ERD) dates, defragmentation dates, backup dates, service pack dates, and any other pertinent data, and make available to the WSSF Lab Manager.

g. Coordinate network connectivity requirements for the IPT with RDT&E and NMCI Network organizations. This will include interfaces with the IPT Information Assurance Officers and with Security personnel.

h. Provide connectivity, maintenance and operation support for IPT Conference Room IT equipment not to include Video Teleconference equipment.

i. Maintain communication with user community regarding status and operation of Simulation Lab Equipment, Servers, and Workstations.

3.18 Subtask reporting. The Contractor shall submit, in accordance with the Basic Contract, the Task Order Status Report, **CDRL A002.** The hours worked, and costs associated with those hours, shall be segregated and reported at the sub-task level.

3.19 Non-Disclosure Certification. A NERP Non-Disclosure document shall be signed, dated and provided to the Government for each Contractor assigned to this task order and prior to charging to the task order.

3.20 Safety. Work under this Task Order may be performed in and around military aircraft. The Contractor shall ensure that personnel have and use appropriate safety equipment and comply with NAWCWPNS safety requirements. These safety requirements will consist of flight line safety training, annual hearing exams, aircraft ejection seat checkout certification, and the use of personal protective equipment (sound suppressers, headgear, safety shoes, etc.).

3.21 Government Furnished Property. The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a DD1149 for Contractor signature acknowledging receipt. The contractor shall provide a copy to the GPA and task order file.

Section E - Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: WC028PR01679
AMOUNT: $86,277.50
CIN 130010727100001: $86,277.50

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: WC028PR01682
AMOUNT: $46,240.00
CIN 130010727300001: $46,240.00

TOTAL: $132,517.50

FUNDING
In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 120 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENT
Attachment (1) QASP
Attachment (2) DD254 (provided separately)

Attachment (1)

TASK ORDER EVALUATION DATA

Task Order No. 0015

CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 70% **(weight) Performance, Schedule and Cost must add to 100%**

PERFORMANCE FOR THIS TASK ORDER MEANS:

1. Acceptable technical performance and deliverables commensurate with the Performance Work Statement (PWS).
2. Little or no technical guidance or intervention required by Government to perform under this PWS.
3. Changes were anticipated and problems were solved efficiently and effectively through Contractor's initiative

See continuation page

SCHEDULE 20% **(weight)**

CRITICAL FACTORS IN THE SCHEDULE ARE:

1. Timely notification to Government regarding slippage.
2. On-schedule or ahead of schedule despite changes in requirements.
3. Timely Submission of Financial Reporting.

See continuation page

COST 10% **(weight)**

COST FACTORS:

1. Effective cost control, actuals close to estimates for individual elements.
2. Timely submission of Cost Reports and/or vouchers.
3. No cost growth, overall task is completed within cost negotiated on the Task Order.
4. Recommendations for improvements result in cost savings to the Government.

See continuation page

EVALUATOR	DATE
(b)6	7-2-08

Guidance for Performance Evaluations (Performance/Schedule, & Cost/Resource Management)

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

Method of Assessment:
Performance/Quality: Review performance compared to the requirements as defined in the PWS, customer surveys, and contractor reports.

Method of Assessment:
Schedule: Review work request tasking schedules, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

Method of Assessment:
Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0017	2008 Aug 01	1300107880	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $996,649.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT | 38. RECEIVED BY | 39. DATE RECEIVED *(YYYYMMMDD)* | 40. TOTAL CONTAINERS | 41. S/R ACCOUNT NO. | 42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		2,194	Hours	$79,002.00
	Mail Management project In accordance with Section C This task order is severable			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$79,002.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting purposes only PURCHASE REQUEST NUMBER: 1300107880	
	ACRN AA CIN: 130010788000001	$79,002.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		11,970	Hours	$452,152.00
	Mail Management project In accordance with Section C			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$452,152.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		11,970	Hours	$465,495.00
	Mail Management Project			
	In accordance with Section C			

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$465,495.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
MAIL MANAGEMENT PROJECT
Contract N68936-08-D-0016, T.O. 0017
1 August 2008

Applicable Contract PWS Paragraph Number: 3.5

1 Scope. The scope of this performance work statement includes: administrative support, data management, data entry, data processing, and performance of information handling services to include data administration of the mailroom databases/web portal, (Federal Express and Express Mail) in support of the Naval Air Warfare Center Weapons Division (NAWCWD) and the Naval Air Weapons Station (NAWS) Records Management Programs, specifically the Mail Management Program. Customer service is critical to the successful performance of this task PWS.

2 Applicable Documents. The Government will provide the Contractor the latest version of the following applicable documents on-line:

2.1 DODINST 4525.08, DOD Official Mail Management, 11 Aug 2006
2.2 DOD Official Mail Manual, 26 Dec 2001
2.3 DOD 5220.22-M, National Industrial Security Program Operating Manual, 1 Feb 2006
2.4 SECNAVINST 5510.30B, Department of the Navy Security Program Instruction, 6 Oct 2006
2.5 SECNAVINST 5210.1, Department of the Navy Records Management Manual, 17 Nov 2007
2.6 SECNAVINST 5210.8D, Department of the Navy Records Management Program, 31 Dec 2005
2.7 SECNAVINST 5510.36A, Department of the Navy (DON) Information Security Program Regulation, 6 Oct 2006
2.8. OPNAVINST 5112, 6D, Department of the Navy Postal Instruction, 17 Mar 2007
2.9 OPNAVINST 5218.7B, Navy Official Mail Management Instruction, 21 Oct 1998
2.10 NAWCWDINST 5520.4, Information and Personnel Security Program, 4 Sep 2007
2.11 Security Procedures
2.12 Desk Procedures

3 Performance Requirements.

3.1 General. The Government will provide tasking via the Contractor's electronic or physical in-basket. The Contractor may be required to work overtime in support of tasking under this Task Order. The Contractor shall:

a. Comply with the Department of Navy Security regulations stated in the documents referenced in paragraphs 2 applicable documents.

b. Have a valid California driver's license.

c. Lease vehicles to support the requirements of this PWS. This includes:

(1) All maintenance (including vehicle smog checks).

(2) Replacement of a vehicle (if a vehicle is inoperative) to meet the daily requirements of this PWS.

(3) Charge all fuel costs on their fleet card to be submitted to the Government for payment once per month.

(4) Vehicle insurance coverage for Contractor employees driving designated vehicles per Section I of this Basic contract (FAR 52.228-7).

(5) Meet all requirements of FAR 45, 52.245-1, 52,245-9, and 5252.245-9500 while operating Contractor leased vehicles.

(6) Be required to register the three (3) Government Furnished Property (GFP) vehicles and one (1) leased vehicle in the Contractor's name. Title shall remain with the leasing company while registration and insurance in the Contractor's responsibility.

(7) The Contractor shall provide four (4) cellular phones, one assigned to each vehicle/mail truck. Cellular phones shall be for emergency (not for personal calls) use only.

NOTE 1: A closed-body vehicle equipped with lockable doors, internal wire cages with GSA approved locks shall be used to transport mail per the PWS and security regulations.

3.2 Records Management "Mail Management" Project. The Contractor shall:

a. Become knowledgeable with established/existing "Mail Management" Program.

b. Be the focal point for providing assistance to civilian and military personnel in Mail Management processes and procedures as defined in the documents identified in Section 2.

c. Provide instructions for accessing the MyNAVAIR Mail, File and Records Web Portal and the NAWCWD Intranet Page for the Mail Management "Customer Guide". Ensure that this information is provided to the Competency Administration point of contact to ensure that the data reflects current Mail Management processes and postal information. The contractor shall sort/handle all incoming/outgoing United States Postal Service (USPS) and internal guardmail, estimate 870,000 pieces of mail. Note: At Point Mugu, the contractor will pick-up all pre-sorted NAWCWD mail at Building 65). This count includes the "Accountable Mail and Express Mail". There are an estimated 250 MAIL STOPS and 80 (estimate 67 STOPS/31 buildings at Point Mugu designated delivery points with mail delivery once per day.

d. Interface with all levels of civilian and military personnel during all phases of official administrative document preparation.

3.3 Mail and Information Handling Project. The Contractor shall:

a. Be knowledgeable with all applicable documents in Section 2, and shall comply with specified instructions for the handling and delivery of (USPS) and internal guardmail.

b. Sort/handle all incoming/outgoing USPS and internal guardmail. This count includes the "Accountable Mail and Express Mail".

c. The guardmail couriers shall deliver USPS and internal guardmal (including Accountable Mail to all mail stops and designated delivery points with mail delivery once per day.

d. Be knowledgeable with the established and existing Outlook "Properties GAL" for employee look-up for mail distribution and/or misdirected mail.

e. Enter data (as requested via data placed in the Contractor's in-basket) into the current established filing (electronic/manual) system.

f. Process all data received same day or by the next day of business in accordance with document in 2.8.

g. Perform distribution service via the Contractor's in-basket daily This shall include accountable mail, internal and off-Center mailing, handling of classified items, as well as distributing inter-office documentation and "official" publications, as specified per applicable documents in Section 2.

h. Enter the accountable mail in the Accountable Desk Top Mail Log for audit, tracking purposes daily. Process the accountable mail per Section 2 documents. Accountability is **critical**. (NOTE: At Point Mugu, this task is managed by a Code 7.4 employee). The Point Mugu guardmail courier delivers and picks up the accountable mail at Building 36.

i. Maintain a (hard copy) data log of information (cost and volume) in the ledger maintained at the Contractor's desk weekly. This cost and volume documentation is **critical** in support the Fleet and Industrial Supply Center (FISC), the Naval Air Weapons Station (NAWS), the Naval Air Warfare Center Weapons Division (NAWCWD). At Point Mugu, CA, mail pick-up and delivery is to NAWCWD customers only, tenant and attached activities. This includes all quarterly/annual reporting requirements (see 2.1). This includes the following requirements:

j. Open all Command mail that is addressed to Commander and re-address with the correct mail stop (NOTE: The mail at Point Mugu is delivered by code information. Mail stops are used at China Lake).. If the contractor is unable to determine the recipient correct mail stop/address/code, the mail shall be returned to sender. NOTE: At Point Mugu, the task of opening the Command mail is managed by a Code 7.4 employee.

k. The Task Order Team Lead has the option to add China Lake "MAIL STOPS" to meet customer requirements without increasing the level of effort or contract cost.

l. The TO Team Lead and the TA will determine the most cost efficient approach in assuming additional delivery stops (consolidated mail drops or sorting) to the identified "Shadow Mailroom Operations". The Contractor shall:

(1) Conduct quarterly transit time surveys for consolidated mail pouches and other mail containers.

(2) Conduct quarterly transit time surveys of intra-area (guard) mail.

(3) Conduct quarterly customer satisfaction surveys to gauge the level of support provided to customers.

(4) Conduct daily United States Postal Service (USPS), and Express Mail transactions.

(5) Conduct daily quality control (truck run), number of pieces and number of errors.

(6) Percentage of mail NOT delivered within standards.

(7) Identify pieces of mail returned for postage.

(8) Percentage of mail processed within standards (quarterly reporting).

(9) Notify the TA when the Pitney Bowes Postal Meter (China Lake only) reaches the $20K available postage.

m. Provide USPS, accountable mail and internal guardmail delivery vehicle support. The contractor shall determine the most efficient mail delivery runs to the designated delivery points.

3.4 Desk Procedures. The Contractor shall:

a. Keep current the desk procedures for all task order functions. The TA will approve all revisions before implementation. Provide updated desk procedures to the TA within 30 days of beginning of fiscal year.

b. Post (via the Administrative Services point of contact) a master copy of Mail Management procedures (for customer information) on the Government's server, My NAVAIR MailFileRecords Web Portal.

c. Use existing format unless otherwise agreed by the TA and Administrative Services point of contact.

d. Incorporate security procedures (see Section 2, Item 2.12) that are critical to the mission of the Mail Management Project.

3.5 Reporting and Invoicing. The Contractor shall submit per the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as provided by the TA.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	Government	N/A	Government
0002	N/A	Government	N/A	Government
0003	N/A	Government	N/A	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 01-AUG-2008 TO 30-SEP-2008	N/A	N/A FOB: Destination	
0002	POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	
0003	POP 01-OCT-2009 TO 30-SEP-2010	N/A	N/A FOB: Destination	

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: WC028PR01790
AMOUNT: $79,002.00
CIN 130010788000001: $79,002.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

FUNDING
In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   C-CLPL
   E-Echo Range
   F-Flight Line
   S-Randsburg Wash

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501

5. Period of Performance: August 01 2008 through 30September 2010

6. Overtime:

   a. No more than 25 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments
TTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (provided separately)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0017

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

70 % **Performance**

PERFORMANCE FOR THIS TASK ORDER MEANS:
1. Civilian and military customer satisfaction provided by positive feedback . Customer interface is critical in performance of this PWS.
2. Mail Management personnel are knowledgeable to the DoD, USPS and security regulations (See Section 2.0 of the PWS) to ensure appropriate handling of all USPS, internal guardmail, accountable mail, and Express Mail.
3. Contractor personnel input of data is accurate and reflects daily/weekly/monthly status. Contractor maintains daily logs that support NAVSUP/NAVAIR quarterly reporting requirements.
4. Contractor personnel provides input for the data administration (specific to Mail Management) to the My NAVAIR MailFileRecords web portal.
5. Desk procedures are in place and updated as required.

20 % **Schedule**

CRITICAL FACTORS IN THE SCHEDULE ARE:
1. Official United States Postal Service (USPS) mail and guardmail is received, sorted, and delivered same day or next work day. (Must be in compliance with PWS, Section 2.0 applicable documents).
2. Consolidated mailings are dispatched daily per PWS, Section 2.0 applicable documents).
3. Contractor personnel meet or exceed customer requirements to meet NAWCWD prioritized requirements (Inspector General (IG) inspections)).
4. Contractor personnel are in compliance with prioritized tasks per PWS, Section 2.0.
5. All reporting data is available daily/monthly/quarterly to the Technical Assistant for NAVSUP/NAVAIR reports due quarterly.

10 % **Cost**

COST FACTORS:

1. Actual costs do not exceed T.O. negotiated amount.
2. Contractor provides accurate, weekly, cost reports

EVALUATOR (b)6	DATE 29 May 2008

T.O. 0017 QASP Continuation Page

Satisfaction Level (%)	Definition	Award Fee%
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0017 QASP Continuation Page

Method Assessment:
Performance Quality: Review performance to the requirements as defined by the Performance Work Statement; compliance with regulations; and customer feedback. The Technical Assistant will conduct random checks to ensure that the performance objectives are incompliance with regulations (including security) and mission requirements (including the results of the "Customer Mail Satisfaction Survey" – required by NAVSUP and submitted to NAVAIR).

Method of Assessment:
Schedule: Review of contractor prioritization of work to meet customer's requirements. The Technical Assistant will review scheduling and customer's requirements to determine that scheduling is met/exceeded or if the contractor resolves scheduling issues without the TA intervention. Scheduling includes meeting the requirements of DOD regulations and that Service Level 1 is maintained unless otherwise directed.

Method of Assessment:
Cost: Review and validation of actual expenditures against negotiated/planned costs in the task order, using the contractor reports and the contractor monthly level of effort reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0018	2008 Aug 01	1300109153	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $137,438.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL
31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.
32. PAID BY

30. INITIALS
33. AMOUNT VERIFIED CORRECT FOR
34. CHECK NUMBER
35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED *(YYYYMMMDD)*	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		345	Hours		$10,720.00

B/FM support

CPAF

In accordance with Section C Performance Work Statement (PWS).
This task order is severable

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$10,720.00

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000101	For Navy Accounting purposes only		
CIN: 130010915300001		ACRN AA	$10,720.00

PURCHASE REQUEST NUMBER: 1300109153

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		1,935	Hours		$62,407.00

B/FM Support

CPAF

In accordance with Section C PWS. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$62,407.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		1,935	Hours		$64,311.00
	B/FM Support				
	CPAF				
	In accordance with Section C PWS. This task order is severable.				
	FOB: Destination				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$64,311.00

Section C - Descriptions and Specifications

PWS

PERFORMANCE WORK STATEMENT (PWS)
Program and Business Analysis Department
Contract N68936-08-D-0016, T.O. 0018
1 August 2008

Applicable Contract SOW Paragraph Number: 3.5 & 3.8

1. Scope. The scope of this Task Order is to provide business and administrative support necessary to accomplish data information handling, data management and administration and corporate business services for the NAVAIR, Weapons Division, China Lake, and Pt. Mugu, CA.

2. Applicable Documents. The Government will provide the latest version of the following documents:

2.1 Desk Book Procedures
2.2 NAVCOMPT Fiscal/Financial Manuals
2.3 NAWC Fiscal Policies and Procedures Manual
2.4 Department of Defense Financial Management Regulations
2.5 NERP Manuals

3. Performance Requirements.

3.1 General. The Government will provide tasking via the Contractors Electronic "In-basket" or Desk "In-basket". While the Contractor is required to follow the established processes described in Section 2, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government. The Government Technical Assistant (TA) or Alternate TA (ATA) will verify tasks for accuracy and compliance with required Task Order procedures in accordance with Section 2. Overtime and travel may be required for the performance of this Task Order PWS.

The Contractor shall maintain a work force that is cross-trained in all aspects of the support for Program and Business Analysis Department tasks in accordance with paragraph 2.1. Contractor support personnel shall have strong interpersonal and telephone skills because they are required to interface with all levels of the Weapons Division organization.

3.2 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), when available, on- and off-Center, while performing tasks under this PWS. Potential uses of Government-owned (USN) vehicles may include attendance at meetings, transporting data, equipment, and/or material to/from various locations. The contractor shall:

a. Have a valid California driver's license
b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with Section I of this Basic contract (FAR 52.228-7).
c. Meet all requirements of FAR 45, 52.245-1, 52,245-9 and 5252.245-9500 while operating Government vehicles.

3.3 Business and Administrative Support. The Contractor, utilizing the current Government-provided databases, logs and tracking documentation provided in the document referenced in paragraph 2.1, shall perform:

a. Perform data entry status updates to databases, logs, and tracking documentation. Incorporate updates into the document referenced in paragraph 2.1, Desk Book Procedures on a quarterly basis.

b. Update the document referenced in paragraph 2.1 to reflect changes as they are implemented.

c. Recommend, in writing, improved methods for extracting and entering data from existing and new NAVAIR business and financial systems and update Desk Book Procedures, document referenced in paragraph 2.1.

d. Upload/download financial data formats from NAVAIR business and financial systems and subsystems, including outgoing fund documents. Revised and approved procedures shall be incorporated into paragraph 2.1 quarterly.

e. Verify the accuracy of requisitions and requisition modifications, fund documents, vouchers, invoices, labor/non-labor adjustments, labor/non-labor suspense, and financial documentation before data entering, extracting, obligating, committing, reproducing, and/or distributing data.

f. Login and process all NAVAIR business and financial systems incoming and outgoing documentation related to Programs and Business Analysis Department Program.

g. Analyze and validate the data existing within the NAVAIR business and financial systems.

h. Distribute as appropriate 7.8 data and documentation, file incoming and outgoing documentation; and maintain the filing systems for use in completion of tasking under this Task Order.

i. Respond to Customer/Sponsor queries relating to "status" of tasking.

j. Validate all logs, and weekly, bi-monthly, and monthly reports.

k. Assign all interface document numbers utilizing current numbering system created in the NAVAIR business and financial systems.

l. Download and distribute suspense data and corrections for input to weekly and bi-monthly suspense labor error reports; research corrections; sort and distribute corrections weekly.

m. Notify the TA of any backlog or workload issues that may arise.

3.3.1 Data Extraction and Analysis. The Contractor shall:

a. Extract weekly financial data from the existing financial system.

b. Compare and analyze budget versus actuals.

c. Provide the analysis explaining variances or anomalies.

3.3.2 Studies and Analysis. The Contractor shall:

a. Evaluate financial data.

b. Project and document trends based on findings.

c. Research anomalies and discrepancies.

d. Analyze historical and current Major Range Test Facilities Base (MRTFB), Navy Working Capital Fund (NWCF), Special Projects, and Information Technology (IT) budget/financial data.

e. Document findings and provide recommendations (e.g. for budget submittals).

3.3.3 Data Handling:

a. Process incoming and outgoing fund documents.

b. Provide corrections to labor/non-labor suspense, errors, all rejects and adjustments.

3.3.4 Review Requests for Material/Services. The Contractor shall:

a. Verify availability of funding and funding type for proposed procurements.

b. Verify that complete data is provided.

c. Enter budget data in existing databases and spreadsheets.

3.3.5 Help Desk. The Contractor shall:

a. Provide help desk support during normal work hours.

b. Answer customer's budget-related questions in person, via phone or e-mail.

3.3.6 Meetings. The Contractor shall attend scheduled Government/Contractor team meetings.

3.3.7 Documentation. For the documentation in support of Section 3.3 above, the Contractor shall:

a. Store the latest version of documentation in a location that is accessible to both Contractor and Government personnel.

b. Ensure that the documentation is in a form suitable for on-line examination or downloading from the Government or Contractor's site. Documentation is required for all development of, or revisions to, existing Government documents, computer software product end items, technical studies and reports. All revisions to existing documents shall be discussed with the TA prior to implementation.

c. Provide completed updates to documentation within 15 days of a change to the operational environment unless otherwise required above or agreed to by the TA. Access privileges and/or distribution of any documentation will be determined by the Government or negotiated with the Contractor.

3.4 Status Reports, CDRL A002. The Contractor shall submit, in accordance with the Basic Contract, the level of effort, progress, and status report, CDRL A001, and the Task Order Status Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by sub-task in CDRL A002. The sub-tasks are:

Subtask 0001	Support for Test and Evaluation (5.0)
Subtask 0002	Support for Shore Station Management (8.0)
Subtask 0003	Support for Public Works (8.3)
Subtask 0004	Support for Command Staff (0.0)
Subtask 0005	Support for Logistics (6.0)
Subtask 0006	Support for Weapons and Targets (4.7)
Subtask 0007	Tomahawk Support (4.7)
Subtask 0008	F-22 Support (4.1)
Subtask 0009	Survivability Support (4.1)
Subtask 0010	Integrated Support Team (IST)
Subtask 0011	ARM Project Support
Subtask 0012	Combat Environment Simulation Support (5.3)
Subtask 0013	Weapons Engineering & Integration Support (4.7.1)
Subtask 0014	Support for Program & Business Analysis Dept (7.8)

3.5 Non-Disclosure Document. A NERP Non-Disclosure document shall be signed, dated and provided to the Government for each Contractor assigned to and prior to charging the Task Order.

3.6 BFM/C Training Support. The Contractor shall:

a. Acquisition Intern Program (AIP) - confirm rotational assignments, generate learning contracts, update master schedule (e.g. leave, training, etc) maintain muster list, generate master IDP for new interns.

b. Classroom logistics for training (e.g. reserve the room, ensure facilities and training materials are available for the instructor).

c. Track mandatory training (e.g. Information Assurance (IA), Equal Employment Opportunity (EEO), White Belt, etc).

d. Assisting with the logistics involved with selecting a Leadership Associates Program (LAP) development program participant for next year.

e. DAWIA certification status. Generate lists of classes missing for individual's certification.

f. Follow up with attendees for classes like Enhanced Defense Financial Management Course (EDFMC), Practical Comptroller Course (PCC), and LAP to get their feedback.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	N/A	Government
0002	N/A	Government
0003	N/A	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	SHIP TO ADDRESS	UIC
0001	POP 01-AUG-2008 TO 30-SEP-2008	N/A FOB: Destination	
0002	POP 01-OCT-2008 TO 30-SEP-2009	N/A FOB: Destination	
0003	POP 01-OCT-2009 TO 30-SEP-2010	N/A FOB: Destination	

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000005718
AMOUNT: $10,720.00
CIN 130010915300001: $10,720.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

FUNDING
In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

SPECIAL REQUIREMENTS

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 10 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (provided separately)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0018

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

65 % (weight) Performance, Schedule and Cost must add to 100%

PERFORMANCE FOR THIS TASK ORDER MEANS:

1. Data is accurately prepared and submitted for data entry/extraction at appropriate cut-off time for the week.
2. Rejects are corrected and resubmitted within 24 hours.
3. Contractor personnel are cross-trained for all aspects of B/FM tasks and no complaints are received regarding interface and interaction with NAVAIR Weapons Division personnel.
4. Improved methods are recommended/implemented.
5. Response to Customers/Sponsor queries relating to status of B/FM tasks.
6. Accuracy of reports and assignments.
7. Comprehensive data analysis.
8. Documentation is complete, current and accurate.
9. Filing should be completed within two working days of receipt.
10. Tasking priority is appropriate.

25 % (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:

1. Data submitted for data entry/extraction at appropriate cut-off time for the week.
2. Rejects are corrected and resubmitted within 24 hours.
3. Assignment deadlines are met.

10 % (weight)

COST FACTORS:

1. Cost is reasonable for benefits received.
2. Cost does not exceed the task order negotiated amount.
3. Bi-weekly cost reports are provided and are accurate.

EVALUATOR	DATE
(b)6	7-2-08

T.O. 0018 QASP continuation page

Satisfaction Level (%)	Definition	Award fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0019	2008 Aug 01	1300109446	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER
DELIVERY/CALL [X] This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE [ ] Reference your quote dated
Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,781,325.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		5,475	Hours	$195,660.00

Data Mgmt & Travel Support
In accordance with Section C Performance Work Statement (PWS)
This task order is severable
CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$195,660.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		$0.00

For Navy accounting purposes only
PURCHASE REQUEST NUMBER: 1300109446

ACRN AA $195,660.00
CIN: 130010944600001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		21,770	Hours	$780,445.00

Data Mgmt & Travel Support
In accordance with Section C Performance Work Statement (PWS)
This task order is severable
CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$780,445.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		21,770	Hours	$805,220.00
	Data Mgmt & Travel Support			
	In accordance with Section C Performance Work Statement (PWS)			
	This task order is severable			
	CPAF			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$805,220.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
For
Customer Service Division
Contract N68936-08-D-0016 Task Order #0019
1 August 2008

Applicable Contract Statement of Work Paragraph Numbers: 3.5

1 **Scope.** The scope of this Task Order is to perform data management, data processing, data analysis, business and administrative support, and other related tasks to support the Accounting Department, Customer Service Division.

1.1 Background. The work performed under this task order will be accomplished at the Naval Air Warfare Center Weapons Division and the Naval Air Warfare Station at both China Lake and Point Mugu (NAVAIRWD).

2 **Applicable Documents**. The Government will provide the Contractor the latest version of the following applicable documents.

a. Desk Procedures
b. Joint Travel Regulations (JTR), latest revision
c. Department of Defense Financial Management Regulations
d. Financial System Manuals
e. Comptroller Financial Guidance Memorandums
f. Financial Systems Operating Guidance
g. Cross Application Time System (CATS)
h. Travel Manager (TM) documentation
i. Non-Disclosure documents

3 **Performance Requirements.**

3.1 General. The Government will require travel and overtime in support of the requirements of this Task Order. The Government will provide tasking via the Contractor's "in-basket" electronically or hardcopy. The Contractor shall perform assigned tasking using established processes described in Section 2. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government. The Contractor shall:

a. Verify all tasks with the Technical Assistant (TA) for accuracy and compliance with required Task Order procedures in accordance with documents referenced in Section 2 prior to implementation.

b. Maintain a work force that is cross-trained in all aspects of the support of the Customer Service Division tasks in accordance with the document referenced in paragraph 2.a.

c. Be proficient in customer service, as this task order requires interface with all levels of the NAWS/NAWCWD and external organizations.

d. Have an in-depth working knowledge of the NAVAIR business and financial system, electronic time and attendance system, Defense Civilian Payroll System (DCPS) and Funds and Costs Tracking System (FACTS) (in accordance with the documents referenced in paragraphs 2.a, 2.c, and 2.g), the billing process and the different types of funding (e.g. MRTFB, FMS, RSA, etc.)

e. Be very familiar with the three personnel types of labor, i.e., civilian, funded military and unfunded military labor as well as the rate structure of each (paragraph 2.a). Contractor shall recommend, in

writing, improved methods for extracting and entering data from existing computer systems and their software systems from the Financial, Supply, and Procurement reports.

3.2 Travel Support. In accordance with document referenced in paragraphs 2.a, b, c, d, e, f, g, and h, the Contractor shall:

a. Perform the daily operations of the travel tasks, including data entry and maintenance of the current Government provided databases, logs, and tracking documentation.

b. Recommend, in writing, improved methods for extracting and entering data from existing computer systems and their software systems from the Financial, Supply, and Procurement reports.

c. Update and maintain the designated databases as each travel change occurs.

d. Research for data entry the information from the travel order/voucher, telephone or electronic inquiry; validate information already existing in the database and reconcile that information to the data gathered from the travel documentation; and assist the customer in identifying proper documentation needed to process travel order/voucher.

e. Update and maintain documentation and procedures on a bi-annual basis in accordance with the desk book procedures referenced in paragraph 2.a.

f. Perform all task requirements per the schedule (in accordance with the document referenced in paragraph 2.a). The workload will vary from day to day.

g. Upload/download financial data formats from the NAVAIR business and financial database system(s) and sub-system(s); Prepare and validate accuracy prior to processing travel orders/vouchers and other related documentation in accordance with the documents referenced in paragraph 2.

h. Respond to customer queries relating to "status" of accounting. The TA shall be notified of any backlog or workload issues that may arise.

i. Validate all logs, weekly, bi-weekly and monthly reports in accordance with documents referenced in Section 2.

j. Notify T.A. when changes (e.g. adding links, documents are updated, name changes, etc) to the Customer Service Division website are needed.

3.3 Labor Support. In accordance with documents referenced in Section 2.a, b, c, d, e, f, g, and h, the Contractor shall:

a. Perform the labor support tasks including data entry and maintenance of Government-provided databases, logs, and tracking documentation.

b. Evaluate and analyze system releases in all of the above-mentioned systems to ensure financial, managerial data, and reports are correct and the changes do not affect the integrity of the financial data. This includes conducting complex financial study analyses to solve problems, trends, or conditions that deal with input or output of the labor data and or systems.

c. Validate and reconcile information already existing in the database with the data gathered from the labor documentation. Assist the customer in identifying proper documentation needed to process labor adjustments.

d. Review, update and maintain documentation on a bi-annual basis in accordance with desk book procedures referenced in section 2.a.

e. Perform all task requirements per the schedule identified in the document referenced in paragraph 2.a. The workload will vary from day to day.

f. Respond to customer queries relating to "status" of accounting. The TA will be notified of any backlog or workload issues that may arise.

g. Validate all logs, weekly, bi-weekly and monthly reports in accordance with the documents referenced in Section 2.

3.4 Meetings. The Contractor shall participate in Government/Contractor team meetings as required by the TA or Project Lead to discuss project status, process changes, and problems/issues encountered.

3.5 Documentation. The Contractor shall:

a. Develop and keep current all documentation. This includes all approved revisions to existing Government documents, computer software product end items, technical studies and reports.

b. Provide updates/changes to documentation due to a change to the operation environment within 15 days.

c. Store all documentation and place in a location that is accessible to Contractor and Government personnel. Documentation shall be in an electronic form suitable for on-line examination or downloading from the Government or Contractor's site. Access privileges and/or distribution of any documentation will be determined by the Government or negotiated with the Contractor.

3.6 Level of Effort, Progress and Status Report and Cost Report Subtasks. The Contractor shall, in accordance with the basic contract, submit the Level of Effort, Progress & Status Report and a Task Order Cost Report. The sub-tasks are:

001--Travel Support
002--Labor Support
003--Management

3.7 Non-Disclosure documents. Contractors assigned and billing to this Task Order shall sign the general and NERP non-disclosure document and provide a copy to the COR.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 01-AUG-2008 TO 30-SEP-2008	N/A	N/A FOB: Destination	
0002	POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	
0003	POP 01-OCT-2009 TO 30-SEP-2010	N/A	N/A FOB: Destination	

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000007998
AMOUNT: $195,660.00
CIN 130010944600001: $195,660.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Unclassified

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and Point Mugu restricted areas:

   M-Michelson Lab
   F-Flight Line
   X-Industrial area

3. Location of Performance: NAVAIR China Lake, CA and Point Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 1,200 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

Attachment (1) QASP

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0019

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 60% (weight) Performance, Schedule and Cost must add to 100%

PERFORMANCE FOR THIS TASK ORDER MEANS:

This TO will be rated on the accuracy and completeness of research, data verification, data input and quality assurance. Each team member must have a working knowledge of the regulations that govern their perspective area. Desk procedures shall be updated no less than twice a year. All documents and records shall be maintained following Customer Service policy and desk procedures. Customers shall be given accurate and consistent information.

See continuation page

SCHEDULE 20% (weight)

SCHEDULE FOR THIS TASK ORDER MEANS:

Schedules for year-end processing shall be met at all times for labor and travel. Day-to-day processing, schedules shall follow Customer Service policy and desk procedures.

See continuation page

COST 20% (weight)

COST FOR THIS TASK ORDER MEANS:

Cost for labor, overtime, travel and training shall meet the authorized budget. If a situation arises that will cause this task order to overrun the TA, Financial Contact, and COR must be notified immediately.

See continuation page

EVALUATOR (b)6	DATE 7-9-08

T.O. 0019 QASP continuation page

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0019 QASP continuation page

Method of Assessment:
Performance/Quality: Review performance to the requirements as defined in the PWS, customer surveys, and contractor reports.

Method of Assessment:
Schedule: Review work request tasking schedule, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

Method of Assessment:
Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0020	2008 Aug 01	1300108372	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $4,747,884.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		7,612	Hours	$461,250.00

IT/IM Customer support services

In accordance with section C Performance Work Statement
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$461,250.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		

For Navy Accounting purposes only

TO Mgmt

PURCHASE REQUEST NUMBER: 1300108372

ACRN AA $4,200.00
CIN: 130010837200001

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102		

For Navy Accounting purposes only

CRM

PURCHASE REQUEST NUMBER: 1300108372

ACRN AB $18,000.00
CIN: 130010837200002

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounting purposes only Proj Init PURCHASE REQUEST NUMBER: 1300108372	
	ACRN AB CIN: 130010837200003	$18,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000104	For Navy Accounting purposes only Customer Agreements PURCHASE REQUEST NUMBER: 1300108372	
	ACRN AB CIN: 130010837200004	$20,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000105	For Navy Accounting purposes only Communications PURCHASE REQUEST NUMBER: 1300108372	
	ACRN AB CIN: 130010837200005	$22,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000106	For Navy Accounting purposes only Help Desksupport PURCHASE REQUEST NUMBER: 1300108372	
	ACRN AB CIN: 130010837200006	$110,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000107		
	For Navy Accounting purposes only	
	NMCI ACTR	
	PURCHASE REQUEST NUMBER: 1300108372	
	ACRN AB CIN: 130010837200007	$105,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000108		
	For Navy Accounting purposes only	
	OSS Tech 5	
	PURCHASE REQUEST NUMBER: 1300108372	
	ACRN AB CIN: 130010837200008	$21,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000109		
	For Navy Accounting purposes only	
	OSS Audio/Visual	
	PURCHASE REQUEST NUMBER: 1300108372	
	ACRN AB CIN: 130010837200009	$1,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000110		
	For Navy Accounting purposes only	
	OSS LBRV	
	PURCHASE REQUEST NUMBER: 1300108372	
	ACRN AB CIN: 130010837200010	$21,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		42,632	Hours	$2,112,580.00
	IT/IM Customer support services			
	In accordance with section C Performance Work Statement This task order is severable			
	CPAF			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$2,112,580.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		42,632	Hours	$2,174,054.00
	IT/IM Customer support services			
	In accordance with section C Performance Work Statement This task order is severable			
	CPAF			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$2,174,054.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
IT/IM CUSTOMER SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order 0020
1 August 2008

Applicable Contract SOW paragraphs: 3.1, 3.2, 3.4, 3.5, 3.10, and 3.11

1 **Scope.** The scope of this effort is to acquire customer support services to support the delivery of Information Technology/Information Management (IT/IM) products and services at the Naval Air Warfare Center Weapons Division (NAWCWD). The effort requires this support be provided for specific NAWCWD product lines, along with a limited set of Naval Air Systems Command (NAVAIR-wide) services. These customer support services include customer relationship management (CRM); work acceptance process support; help desk services; workstation support; and audiovisual services as defined in Section 3.

1.1 Task Order Relationships. For FY08, the IT/IM Department has established five Task Orders to better support the primary product areas while keeping Task Order and business operations manageable. These five Task Orders shall support each other seamlessly in order to provide IT/IM customers with an integrated set of products and services to meet their needs.

a. This Task Order provides the IT/IM product and service delivery mechanisms that interface directly with the customer to intake work, support the management of delivery processes, and/or provide direct customer technical support.

b. Task Order 0025 provides IT Compliance support, IT/IM business and financial support, data handling and management, telephone billing, technical writing, enterprise architecture/engineering, and legacy infrastructure support as requested.

c. Task Order 0026 supports the areas of software development, application integration, and related services for both corporate financial systems and customer specific systems.

d. Task Order 0028 provides IT/IM Information Assurance support.

e. Task Order 0029 provides complex technical services for server operations and application hosting.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the applicable documents.

2.1 Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Revision 1, October 1999
2.2 Department of Defense Office of General Counsel, Ethics Issues in Government-Contractor Teambuilding
2.3 NAVAIR National Help Desk-West (NHD-West), HD Lead -- Roles and Responsibilities/Required Skills of 17 October 2004
2.4 NAVAIR National Help Desk-West (NHD-West), HD Agent -- Roles and Responsibilities/Required Skills of 17 October 2004
2.5 NAVAIR National Work Acceptance Process, March, 2004
2.6 IT/IM Product and Service Point of Contact Listing
2.7 Enterprise Resource Planning (ERP) Help Desk and Customer Support, 31 July 2003
2.8 Emergency Procedures, Call Escalation, and Crisis Management, 08 March 2004
2.9 NMCI Moves, Adds, and Changes (MACs) Procedures
2.10 NHD-West Processes and Procedures
2.11 Fee for Service Model

2.12 System Administrator Responsibilities document https://vulcan.chinalake.navy.mil/

3 Performance Requirements.

3.1 General. Travel, training and overtime may be required in support of this Task Order. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1 Task/Work Initiation. Upon issuance of this Task Order, the Contractor shall perform the functions outlined in this Task Order; all other work to be performed under this Task Order shall be initiated through a work request or trouble call or a signed IT/IM product and service level agreement.

3.1.2 Work Requests. The NHD-West shall be the single point of entry for all work requests and trouble calls. For each work request, the NHD-West creates a work order in the current work request tracking system and the current IT/IM billing system. All functional areas covered by this task order shall use the IT/IM product and service management tools to document, track, and report customer support efforts.

3.1.3 Funding and Charging. The Contractor shall implement the fee-for-service model defined in paragraph 2.11. This Task Order performs services that are funded/paid for in three different ways:

a. Corporate products and services that are paid for by funding allocated to the IT/IM Department (Corporate Funded).

b. Corporate products and services that are paid for by customers through an indirect direct product account (IDPA) mechanism (Fee for Service).

c. Customer requested services paid for by the customer directly (Fee-For-Service).

This PWS outlines in each requirement area the type of service that is provided. Additionally, in operating the Task Order, the Contractor shall identify tasks that are billable or non-billable.

d. Billable: Work is directly billable to an IT/IMD project, fee-for-service IDPA, or customer.

e. Unbillable: Work is not directly chargeable and is paid for by the Task Order IDPA through the use of a fee that is added to the cost of the products and services that are funded. Unbillable is defined as:

(1) Time that supports the administration and execution of the Task Order work but does not directly provide a product or service to the corporation or customers, and is part of doing business.

(2) Time spent developing or improving processes, generating documentation, attending meetings, and obtaining training and/or travel, which is not specifically attributable to an individual competency or customer requirement, and is requested via work order.

(3) Time considered downtime as the result of no funded work to charge.

The Contractor shall keep unbillable downtime to a minimum as defined in the Task Order evaluation criteria (QASP).

3.1.4 Business Reports. The Contractor shall provide business/financial reporting specific to this task order on a monthly basis, unless otherwise requested by the Technical Assistant (TA)/Alternate Technical Assistant (ATA) including the Revenue and Expense Report as well as the following reports: All Estimate Report by Work Order; All Estimate Report by Work Order Lead; At Risk Billable Work Orders; At Risk Non-billable Work Orders; Division Total Hours; Division Revenue vs. Non-Revenue; Division Detail Non-Labor.

3.1.5 Leadership. The Contractor's management and business processes shall support successful execution of all tasks associated with this task order.

3.1.6 Teaming Efforts. The Contractor shall team with Government personnel by using the Integrated Product Team (IPT) concept to address efforts and projects related to this task order. The Contractor's participation as a team member shall be governed by the guidance provided in the document referenced in paragraph 2.1. Additionally, the Contractor shall adhere to the guidance cited in the document referenced in paragraph 2.2, ensuring that they understand and follow statutory and regulatory restrictions and standards of conduct issues faced when close working relationships, such as IPTs, are required. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.7 Team Meetings. All members of the Task Order team(s) shall attend meetings as required. The Contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The Contractor shall take and distribute notes, and track action items that result from these meetings. The Contractor shall post in e-room (or use other media as agreed to by the team) the meeting notes on the same or next workday and e-mail the TA, and all attendees when this is completed.

3.1.8 Expertise and Knowledge. The Contractor shall:

a. Provide personnel with the skills needed to meet the requirements defined in the documents referenced in paragraphs 2.3 and 2.4 and all other requirements of this task order. The Help Desk Lead and Help Desk Agents must possess a Certified Help Desk Professional certification (CHDP) from STI Knowledge (or equivalent institution as approved by the TA); or within the first 90 days attend a CHDP class offered by STI Knowledge (or equivalent institution) and receive certification and provide copies of certifications to the TA and Contracting Officer. On-line participation, completion, and certification are acceptable.

b. Assign team members based on complementary expertise and skills, not on availability to ensure the right people are assigned to the team.

c. Assign personnel to this task order that are knowledgeable in the IT/IM's current mission and business, future strategies and plans, as well as those of our customers.

d. Remain current in their functional areas of expertise and evolving technologies.

e. Provide training to contractor workforce or government personnel at the Contractor's facility or other agreed upon location.

3.1.9 Products and Services Delivery. The Contractor shall adhere to the processes and procedures referenced in paragraphs 2.5 through 2.10 procedural documents/desk guides. The Contractor shall continually strive to optimize performance. As the team identifies and develops more efficient processes and procedures, the Contractor shall update the Section 2 procedural documents and desk guides and/or develop new guides. These documents shall be kept current to ensure optimal, coordinated, services for all functional areas. The Contractor shall submit any changes to the TA for review and approval within one week of making the change.

3.1.10 Work Hours. For purposes of this task order, core work hours are defined as 0600 to 1800 hours, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. Contractor

employee work schedules may be agreed to the individual functional areas for corporate tasks; individual customer work requests or customer agreements may define alternate work schedules.

3.1.11 Task Order Documentation. All required documentation shall be posted on the Government's server. The Contractor shall notify by email the TA and Government Team Lead when documents are posted.

3.1.12 Project Management. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Project management shall be applied to all projects that result from the complex level of service designation identified in the referenced document in paragraph 2.5 and any others at risk of failure if they are not rigorously managed.

3.1.13 Work Planning. Upon receipt of work requests and in accordance with the document referenced in paragraph 2.5, the Contractor shall:

a. Follow and or support the NAVAIR National Work Acceptance Process (WAP) to define, document, and communicate the various aspects of the effort.

b. Support the development and use of Basic Level of Service (BLS) planning processes and documents. Versions must be approved by the TA or ATA.

3.1.14 Vehicles. The Contractor shall:

a. Lease vehicles to support the requirements of this PWS. Additionally, the Contractor employees shall:

(a) Maintain a valid California driver's license.

(b) Perform all required vehicle maintenance and repairs (including vehicle smog checks).

(c) Use the most cost-effective/economical means available to fuel the vehicles (using the Government fuel farm via fleet card submitted to Government for payment once per month or Contractor's negotiated local gas station).

(d) Maintain insurance coverage to include the vehicles and Contractor employees driving the vehicles (IAW basic contract FAR 52.228-7).

(e) Meet all requirements of FAR 45, 52.245-1, 52.245-9, and 5252.245-9500 while operating Contractor leased vehicles.

(f) Be required to lease and register two (2) leased vehicles in the Contractor's name. Title shall remain with the leasing company while registration and insurance is the Contractor's responsibility.

b. Upon approval of the Contracting Officer, COR, and TA, replace an inoperative vehicle, as needed to meet the daily requirements of this PWS.

c. Contractor personnel may be required to operate Government-owned vehicles, when available, "on-base" while performing tasks under this PWS. To operate a USN vehicle, the contractor shall:

(a) Maintain a valid California driver's license.

(b) Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

(c) Meet all requirements of FAR 45, 52.245-1, 52.245-9, and 5252.245-9500 while operating Government vehicles.

3.1.15 Security. The Contractor shall meet all security requirements related to personnel, physical, communications, and information assurance as required by the basic contract and by this Task Order, and additionally:

a. Fully support the IT/IM Information Assurance Officer (IAO) in the performance of IA requirements including reporting, managing, and securing all IT assets/elements under the scope of this Task Order.

b. Obtain COMSEC certification for all personnel and maintain security awareness and support for all IT communications efforts under the scope of this Task Order.

c. Task Order personnel shall complete mandatory security related training required of DoD employees such as Personnel Security, Information Assurance, Anti Terrorism, Privacy Act, and others as required by the TA/ATA.

3.2 Customer Relationship Management (CRM). In support of this effort, the Contractor shall follow the guidance in the referenced document in paragraph 2.5, and shall:

a. Perform CRM functions/efforts that support customers in obtaining products and services from the IT/IM organization and this Task Order.

b. Support customer solutions and customer contact efforts.

3.2.1 CRM/CSG Program/Customer Support Efforts. In order to develop and implement CRM strategies, and to improve IT/IM product and service delivery, the Contractor shall:

a. Gather, analyze, document, and communicate customer requirements across the IT/IM organization.

b. Facilitate the development of integrated full spectrum solutions by orchestrating and coordinating meetings and planning activities and their implementation across the IT/IM Divisions and product and service areas.

c. Develop customer profiles including current product and service usage, future enhancements/ expansions, and possible new customer opportunities.

3.2.2 IT/IM Customer Solutions and Contacts. The Contractor shall:

a. Perform customer solutions support of IT/IM products and services each time the opportunity presents itself to provide IT solutions for new customers and to secure additional opportunities from existing customers.

b. Gather and document customer information related to CRM strategies for use in customer solutions and contact efforts.

3.3 Work Acceptance Support

3.3.1 Project Initiation Support. In support of this effort, the Contractor shall follow the guidance in the document referenced in paragraph 2.5 and shall:

a. Perform proposal development support by making contact with customers, developing the initial proposal, scheduling meetings with service providers to obtain detailed approach/technical solution information and estimates, further refining the proposal, arranging meetings to review proposals, obtaining customer approval, transferring work and closing proposal efforts, and conducting customer satisfaction surveys.

b. Provide configuration management tracking and oversight of all proposals.

c. Follow existing processes, and assist in the development/enhancement of new project initiation processes and guidance.

d. Support the customer agreement team in their efforts to define and document on-going support requirements.

e. Maintain relationships with the service providers in the IT/IM Divisions to understand their business, efforts, and new work opportunities.

f. Establish and maintain relationships with customers to ensure their requirements are being met, and new needs are addressed in a timely fashion.

g. Meet the performance requirements for project initiation documented in the national work acceptance process in accordance with the document referenced in paragraph 2.5.

3.3.2 Customer Agreement Support. In support of this effort, the Contractor shall follow the guidance in accordance with the document referenced in paragraph 2.5, and shall:

a. Establish initial contact with the customer (with leads from 7.2 Divisions, customer relationship management (CRM)/customer solutions group (CSG) efforts, and through the National Help Desk-West (NHD-West).

b. Gather customer requirements related to general and organizational needs, requirements related to the provision of services, and specific requirements related to capability and functional needs.

c. Support the Work Acceptance Process in the generation of agreements, business cases, and other required documentation and efforts.

d. Develop high-level information for customer agreements, including functional requirements, technical solution options, cost estimate, and proposed schedule with support from the IT/IM level 3 organizations.

e. Provide support in gathering requirements and estimates for ongoing delivery of services for proposal development.

f. Coordinate with service providers (IT/IM Divisions) to assess customer solution(s), performance standards, resource requirements, schedules and cost estimates.

g. Review customer agreements with management and/or customers.

h. Obtain customer agreement approvals from customers.

i. Transition customer agreements to service providers for execution.

j. Administer customer satisfaction surveys.

k. Provide configuration management tracking and oversight of all agreements.

l. Develop standard customer agreement processes and tools, and coordinate with IT/IM Divisions to integrate the gathering of customer requirements and the development of agreements.

m. Enhance the customer agreement process and guidance as required.

n. Meet the performance requirements for project initiation documented in the national work acceptance process in accordance with the document referenced in paragraph 2.5.

3.4 **Communications Services.** In support of this effort, the Contractor shall:

a. Develop and maintain an IT/IM communications plan.

b. Provide communications support in the generation and dissemination of information related to all aspects of IT/IM business as well as emerging IT strategies and initiatives that effect NAVAIR/NAWCWD.

3.5 **Help Desk Operations**. The tasking defined below shall be accomplished on a daily basis. The Contractor shall:

a. Receive work via telephone, email, fax, web submission, or walk-ins.

b. Operate and manage the NHD-West in accordance with the documents referenced in paragraphs 2.3 through 2.10.

c. Provide input, recommendations and attend meetings related to the development and implementation of new processes and tools (i.e., new help desk tools and work acceptance process) for the IT/IM organization.

d. Ensure that the Help Desk Lead performs the Help Desk Lead Roles and responsibilities as well as acting as a Help Desk Agent (see documents referenced in paragraphs 2.3 and 2.4).

3.5.1 Work Hours. The Contractor shall:

a. Provide full staffing Monday through Thursday between 0700 and 1700 hours, Pacific Standard Time.

b. Provide full staffing on non-flex Fridays between 0700 and 1600 hours, Pacific Standard Time.

c. Ensure the Help Desk is staffed Monday through Thursday with at least one person between 0600 to 0700 hours and 1700 to 1800 hours.

d. Ensure that the Help Desk is staffed non-flex Fridays with at least one person between 0600 to 0700 hours and 1600 to 1700 hours.

3.5.2 After Hours Coverage. After-hours coverage is defined as anytime outside core work hours as defined in the document referenced in paragraph 3.1.10. The Contractor shall provide after-hours phone coverage for customers and IT/IM personnel requesting assistance. After hours coverage shall be accomplished by help desk agents who shall monitor a Contractor-provided cellular phone to which the main help desk phone number has been forwarded. After-hours coverage requires the Contractor to remedy the problem or to locate and dispatch the appropriate service provider from this task order, other STARS IT/IM task orders, or other sources of support in accordance with the document referenced in paragraph 2.6.

3.6 **Work Acceptance/Management**. In accordance with document referenced in paragraphs 2.5 through 2.10, the Contractor shall:

a. Operate the help desk as the single point of entry for all IT/IM work requests.

b. Maintain the work points of entry consisting of:

(1) Telephone lines
(2) An email account shared by all help desk agents

(3) The Government project lead
(4) chlk_nhd_west@navy.mil
(5) FAX
(6) Walk-ins
(7) Web submissions via Call Tracker/HEAT

c. Establish a work request in the current work request tracking system and the current IT/IM billing system for each customer or service provider initiated call.

d. Ensure that all Help Desk personnel enter their work time into the current IT/IM billing tracking system.

e. Obtain appropriate information from the customer or service provider for the submission of the work request including, but not limited to: name, phone number, email address, request description, location, code, and urgency.

f. Follow the appropriate processes and route requests for work as outlined in the IT/IM Work Acceptance Process (WAP) (see documents referenced in paragraphs 2.5 and 2.6). This includes assessment of the work type, job size, approximate cost, schedule, criticality, and other criteria used to determine the WAP or work flow required. Obtain a chargeable object from customers requesting billable services.

g. Attempt to resolve all trouble calls within the capabilities and responsibilities outlined in this PWS at the help desk first, and if unsuccessful, route it to the appropriate entity for resolution.

h. Maintain a variety of means by which customers can request service status or assistance, and for service providers to access/receive their assigned work requests including telephone, e-mail, faxes, walk-ins, and Web submissions.

i. Record all work requests and distribute according to the work acceptance/delivery processes identified in the documents referenced in paragraphs 2.5 and 2.6.

j. Track the progress and status of all work requests and respond to the customer or IT/IM service-provider requests for status reporting. Follow guidance provided by the TA that determines how data will be segregated for collection, management, and reporting purposes. For example, data may need to be segregated by:

(1) Work type
(2) Service provider
(3) Customer account
(4) Customer agreement

k. Update and document processes and procedures (documents referenced in paragraphs 2.6 through 2.10) that provide for collecting performance feedback and monitoring/reporting customer satisfaction to the TA as requested.

l. Contact every customer for performance feedback for each request for service and provide data collected to the TA on the first workday of each week for the previous workweek.

m. Assist in developing customer profiles and other reports including current product and service usage, future enhancements/expansions, and possible new business opportunities.

n. Work with the TA/ATA and other Government personnel to develop customer satisfaction surveys and other methods to be used in gathering and reporting metrics for services provided by this task order, other IT/IM task orders, and other IT/IM service providers.

3.7 NHD-West Services.

3.7.1 IT/IM Products and Services. The Contractor shall:

a. Be knowledgeable and able to differentiate the areas of IT/IM product/service availability, sources and processes for acquisition, and help desk services available to support the delivery of these products and services to customers including:

(1) Application development and operations support
(2) System/Server implementation and operations
(3) Local Area Network/Base Area Network/Wide Area Network (LAN/BAN/WAN) infrastructure and services
(4) Video and audio services
(5) Technical Documentation/Technical Writing services
(6) IT/IM hardware and software maintenance & service contracts
(7) Work Acceptance
(8) Scheduling of various work-group services

b. Utilize the work acceptance process (see documents referenced in paragraphs 2.5 and 2.6) to provide help desk support and ensure that all other customer requirements are routed to the appropriate IT/IM Department team or teams for resolution.

c. Correctly sort out customer requirements for "first contact resolution" IT/IM products and services from all other requirements, and efficiently meet the "first contact resolution" requirements. First contact resolution products and services are those contained within the scope of this task order.

d. Ensure calls requiring escalation are routed to the appropriate IT/IM leads or managers for resolution.

3.7.2 Corporate Application Support. Corporate application support includes, but is not limited to, NERP and Defense Travel System (DTS). Training may be required in this area. The Contractor shall:

a. Perform corporate application support focusing on accessibility, use, and problem resolution using Tier 1 (recording work requests) and some Tier 2 functions (systems support) to support of customers. Forward any Tier 3 requirements to the appropriate service provider.

b. Be knowledgeable in the use of systems and tools required for the documentation and management of customer requests and support.

c. Acquire and maintain basic skills and knowledge of NERP and Defense Travel System (DTS) software to solve customer problems. Examples may include, but are not limited to:

(1) Screen manipulation
(2) Password resets
(3) Printing problems
(4) Role verification/authorization
(5) Graphical User Interface (GUI) install questions
(6) Basic workstation configuration as they effect Enterprise Solutions Program Office (ESPO) products

d. Assist in the resolution of customer and support issues among customer sites to ensure timely distribution of knowledge and positive impact on customer satisfaction.

3.7.3 Navy Marine Corps Intranet (NMCI) Service Requests. The Contractor shall:

a. Provide support to the NMCI Deputy Customer Technical Representative (DCTR)/Activity Customer Technical Representative (ACTR) Offices to process Service Requests.

b. Record requests and transfer to the processing system, routing for approval, delivery to NMCI Help Desk, tracking and closure.

c. Become proficient in the use of the Service Request/MAC systems and processes.

3.8 **Tools and Processes.** Currently there are two different and distinct tool sets in use. The first, Track-It and BTSWD, supports NAWCWD IT/IM products and services. The second tool set, managed by the NHD component on the East coast, consists of: Heat, Teloquent, and Call Tracker. The Contractor shall:

a. Use the existing tools to support the work management/work flow processes and support the identification of future requirements.

b. Maintain the current work request management/tracking system or its replacement.

c. Ensure that the system is accessible remotely by all personnel authorized by the TA on this Task Order and other specified IT/IM organization service providers.

d. Support the configuration, enhancement or modification of the system to meet evolving/emerging requirements related to work acceptance process changes, information needs, reporting capabilities, or interfaces with other systems by working with developers to implement changes. This includes, but is not limited to, modifying the user customizable areas of the work request management/tracking system, as requested by the TA, to add additional capabilities or to enhance functionality.

e. Maintain web interface for intranet/internet access to work request status and other information and make accessible to all customers, the TA, and other IT/IM service providers as approved by the TA.

f. Develop and continually maintain standard help desk operating procedures in both hard copy and electronic format as approved/requested by the TA. The documents referenced in paragraphs 2.7 through 2.10 are the existing help desk operating procedures.

g. Develop and maintain emergency help desk procedures by working with NHD, NAVAIR, and NAWCWD personnel (see document referenced in paragraph 2.8). These emergency procedures shall include hard copy templates for recording customer requests in the event of management/tracking system failure/unavailability.

3.9 **NMCI Support Services.** In support of this effort, the Contractor shall:

a. Perform NMCI move/add/change (MAC) support services including information gathering, processing, and reporting in support of the MAC preparation process for the IT/IM Department and for Customer requirements.

b. Provide support to the NMCI Activity Customer Technical Representative (ACTR) in the delivery of NMCI capabilities to NAWCWD customers.

3.10 **Workstation Support.** The Contractor shall:

a. Perform the full range of workstation and desktop hardware and software support including, requirements analysis and technical solution assistance; configuration, installation, and integration support; upgrades, enhancements, and modifications; remote and on-site troubleshooting and repair; information assurance; and technical advice, assistance, and training.

b. Perform services related to operational support, such as backups, system tuning, file conversions, information handling, information assurance, data entry, and data management.

c. Develop procedures and other documentation required to ensure personnel across this task order are able to perform the function when the need arises.

d. Ensure System Administrators (SA)s obtain authority from the Information Assurance Division to perform as an SA in accordance with the document referenced in paragraph 2.12.

3.11 **Audio Visual and Video Services.** Audio visual and video services include: (a) audio visual services; (b) Low Bit Rate Video (LBRV), also referred to as Video Teleconferencing (VTC); and (c) corporate video services. The Contractor shall:

a. Perform engineering, design, procurement, installation, and operational support for audio systems, video systems, and multimedia systems.

b. Perform engineering, design, procurement, installation, and operational support for LBRV/VTC systems, corporate video services, and associated support equipment.

c. Develop procedures and other documentation required to ensure personnel across this task order are able to perform the function when the need arises. Develop documentation for customers to allow for smooth operation of their systems. Maintain a current listing of all LBRV/VTC systems across NAWCWD.

3.12 **Studies, Analyses, and Planning.** Upon request from the TA, the Contractor shall perform studies, analysis, and planning. These include the analysis and planning components illustrated below.

a. Requirements gathering, analysis, synthesis, evaluation, and management.

b. Development and assessment of solutions and alternatives.

c. Schedule development and analysis.

d. Metrics and performance.

e. Operations and maintenance planning.

f. Capability and standards evaluation and assessments.

g. Training and instructional material studies and planning.

h. Quality assurance and evaluation.

3.13 **Response and Operational Requirements.** The Contractor shall meet all coverage, response, service, routing/escalation, tools and processes, data entry, and reporting requirements, as set forth in this Task Order and as defined in documents referenced in paragraphs 2.5 and 2.10, for which it is responsible or over which it has direct influence. Additionally, the Contractor shall meet the following specific performance requirements:

3.13.1 CRM, Work Acceptance, and Communications. In support of these requirements the Contractor shall:

a. Meet the performance requirements documented in the national work acceptance process in accordance with the document referenced in paragraph 2.5.

3.13.2 National Help Desk. To meet the NHD-West performance requirements the Contractor shall:

a. Cover the Help Desk during core business hours and coordinate after-hours response in accordance with the documents referenced in paragraphs 3.5.1 and 3.5.2.

b. Ensure customer callback within 15 minutes outside core-hours. Report to work within two (2) hours when on-site work is required. When reporting to work, charge a minimum 2-hour service charge for all after-hour calls.

c. Respond timely (answering calls, e-mail, web contact, etc.) to customer access attempts, by answering/responding immediately 70% of the time, and by getting back with the customer in 15 minutes, 90% of the time if immediate contact was unavailable.

d. Resolve problems promptly or escalate to Tier 2 or Tier 3 level support staff within 15 minutes.

e. Support customers on first contact in the Tier 1 and Tier 2 areas identified in this PWS 80% of the time or better.

f. Relay urgent requests or those requiring specialized expertise to the appropriate level for resolution within 15 minutes, 90% of the time.

g. Notify work distribution leads for the appropriate product and service area via email, including a read receipt request, immediately upon logging a new work request. Follow up with work distribution leads to ensure initial customer contact is made within two hours of notification.

h. Follow the appropriate processes in accordance with the documents referenced in paragraphs 2.5 through 2.10 and route requests for work correctly according to the product and service delivery guide 98% of the time. This includes assessment of the work type, job size, cost, schedule, criticality, and other features used to determine the WAP flow required.

i. Escalate urgent work requests by notifying the appropriate personnel via email and telephone, and any other means to ensure the required response is initiated.

3.13.3 Workstation Support. To meet the NHD-West performance requirements during and after hours the Contractor shall:

a. Respond to customer desktop/workstation trouble calls and work requests within one hour to begin remote support and/or establish an appointment time.

b. Be on-site for trouble calls ready to begin work within two hours of initial call.

3.13.4 Audio Visual Support. To meet the NHD-West performance requirements during and after hours the Contractor shall:

a. Respond to customer desktop/workstation trouble calls and work requests within one hour to begin remote support and/or establish an appointment time.

b. Be on-site for trouble calls ready to begin work within two hours of initial call.

3.14 Subtask Reporting and Invoicing. The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as defined by the IT/IM Business Office.

3.15 Government Furnished Property. The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a

DD1149 for Contractor signature acknowledging receipt. The Contractor shall provide a signed copy of the DD1149 to the GPA and for the task order file.

3.16 **Process for Projects over the $550,000 Threshold.** This task order is limited to individual projects under $550,000 within the scope described herein. Studies, analyses, and/or any customer requests which identify projects valued at or above $550,000 shall be submitted to the Contracting Officer for review of scope and to provide the basis for a separate task order.

3.17 **Non-Disclosure.** Contractors supporting and billing to this task order shall sign a non-disclosure agreement.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT BY
0001	N/A	Government	Government
0002	N/A	Government	Government
0003	N/A	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: X0028PR01842
AMOUNT: $4,200.00
CIN 130010837200001: $4,200.00

AB: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: WC028PR01842
AMOUNT: $336,000.00
CIN 130010837200002: $18,000.00
CIN 130010837200003: $18,000.00
CIN 130010837200004: $20,000.00
CIN 130010837200005: $22,000.00
CIN 130010837200006: $110,000.00
CIN 130010837200007: $105,000.00
CIN 130010837200008: $21,000.00
CIN 130010837200009: $1,000.00
CIN 130010837200010: $21,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (APR 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and Point Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   X-Industrial area
   C-CLPL
   E-Echo Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA and Point Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 265 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (Provided Separately)

Attachment (1) QASP

TASK ORDER EVALUATION DATA	
	Task Order No. 0020
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
PERFORMANCE 50% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached.	
SCHEDULE 40% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached.	
COST 10% **(weight)**	
COST FACTORS: See attached.	
EVALUATOR (b)6	DATE 6-11-08

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Develop and maintain quality operational desk procedures and documentation. Develop and deliver accurate and timely reports.	See attachment.	• Review and validate contractor documentation and reports
Verify that business development efforts are bringing in new business and that CRM work results in an increased customer base	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor metrics
Customer support is accomplished on first contact 80% of the time for Tier 1 and 2 requirements in this T.O.	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor records/metrics
Accurate and timely routing and escalation of calls is accomplished	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records
Help Desk and IT/IM work management tools are used and documentation is detailed and timely.	See attachment.	• Conduct independent surveys of tool use • Review and validate contractor reports/records
High levels of customer satisfaction are maintained.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

1) Desk procedures and documentation meet the requirements (PWS Sections 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9 3.10, 3.11, 3.12 and 3.13)

Documents Complete:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
At or 80%	0-69%	Unsatisfactory Effort	0%

2) Customer Relationship Management (CRM) (PWS Sections 3.2)

New Work:	Satisfaction Level	Effort Level	Award Fee
110% of CRM cost	130%	Outstanding	96-100%
100% of CRM cost	120-129%	Excellent	91-95%
90% of CRM cost	110-119%	Very Good	86-90%
80% of CRM cost	100-109%	Good Effort	80-85%
70% of CRM cost	90-99%	Average Effort	70-79%
60% of CRM cost	80-89%	Below Average	60-69%
50% of CRM cost	70-79%	Marginal Effort	50-59%
40% of CRM cost or below	0-69%	Unsatisfactory Effort	0%

3) Customer support on first contact (PWS Section 3.7)

First Contract resolution:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
95%	120-129%	Excellent	91-95%
90%	110-119%	Very Good	86-90%
80%	100-109%	Good Effort	80-85%
70%	90-99%	Average Effort	70-79%
60%	80-89%	Below Average	60-69%
50%	70-79%	Marginal Effort	50-59%
At or below 40%	0-69%	Unsatisfactory Effort	0%

4) Accurate and timely routing and escalation (PWS Sections 3.7, 3.9, 3.10 and 3.11)

Accuracy:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

5) Use of tools (PWS Sections 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9 3.10, 3.11, 3.12 and 3.13)

Level/Quality of use:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

6) Customer Satisfaction (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 3.10, and 3.11)

Satisfaction Level:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
98%	120-129%	Excellent	91-95%
96%	110-119%	Very Good	86-90%
95%	100-109%	Good Effort	80-85%
93%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
At or below 80%	0-69%	Unsatisfactory Effort	0%

Performance Objective For Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
Work Acceptance Process metrics are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
NHD response times are met. 70% of calls are immediately answered.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
For calls not answered immediately 90% are called back within 15 minutes.	See attachment.	• Conduct independent surveys Review and validate contractor reports/records/metrics
Workstation and Audio Video response times for customer contact and arrival times are met.	See attachment.	• Conduct independent surveys Review and validate contractor reports/records/metrics

1) Solutions meet or beat schedule (PWS Sections 3.7, 3.9, 3.10 and 3.11)

Efforts:	Satisfaction Level	Effort Level	Award Fee
Ahead of Schedule 15%	130%	Outstanding	96-100%
Ahead of Schedule 10%	120-129%	Excellent	91-95%
Ahead of Schedule 5%	110-119%	Very Good	86-90%
Schedule met 100%	100-109%	Good Effort	80-85%
Schedule met 95%	90-99%	Average Effort	70-79%
Schedule met 90%	80-89%	Below Average	60-69%
Schedule met 85%	70-79%	Marginal Effort	50-59%
At or below 80%	0-69%	Unsatisfactory Effort	0%

2) Work Acceptance Process (PWS Section 3.1, 3.3, 3.6, 3.7, 3.8, 3.9, 3.10, and 3.11)

Metrics: (of the time)	Satisfaction Level	Effort Level	Award Fee
Surpassed 15%	130%	Outstanding	96-100%
Surpassed 10%	120-129%	Excellent	91-95%
Surpassed 5%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met 95%	90-99%	Average Effort	70-79%
Met 90%	80-89%	Below Average	60-69%
Met 85%	70-79%	Marginal Effort	50-59%
Met or below 80%	0-69%	Unsatisfactory Effort	0%

3) Initial Call Response (PWS Section 3.7)

Immediate Answer:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
90%	120-129%	Excellent	91-95%
80%	110-119%	Very Good	86-90%
70%	100-109%	Good Effort	80-85%
65%	90-99%	Average Effort	70-79%
60%	80-89%	Below Average	60-69%
55%	70-79%	Marginal Effort	50-59%
At or below 50%	0-69%	Unsatisfactory Effort	0%

4) Call Back if immediate contact was unavailable (PWS Section 3.7)

Call Back within 15 minutes:	Satisfaction Level	Effort Level	Award Fee
100% of calls	130%	Outstanding	96-100%
97% of calls	120-129%	Excellent	91-95%
94% of calls	110-119%	Very Good	86-90%
90% of calls	100-109%	Good Effort	80-85%
85% of calls	90-99%	Average Effort	70-79%
80% of calls	80-89%	Below Average	60-69%
75% of calls	70-79%	Marginal Effort	50-59%
At or below 70% of calls	0-69%	Unsatisfactory Effort	0%

5) Workstation and A/V Response times (PWS Sections 3.10 and 3.11)

Response times:	Satisfaction Level	Effort Level	Award Fee
Bettered 15% of calls	130%	Outstanding	96-100%
Bettered 10% of calls	120-129%	Excellent	91-95%
Bettered 5% of calls	110-119%	Very Good	86-90%
Met 100% of calls	100-109%	Good Effort	80-85%
Met 95% of calls	90-99%	Average Effort	70-79%
Met 90% of calls	80-89%	Below Average	60-69%
Met 85% of calls	70-79%	Marginal Effort	50-59%
Met at or below 80% of calls	0-69%	Unsatisfactory Effort	0%

Performance Objectives for Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure effective cost control. Un-billable time kept to a minimum.	See attachment.	• Review/validate contractor reports
Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports
Ensure that tasks are matched to appropriate skill levels.	See attachment.	• Review/validate contractor reports

1) Control of Un-billable time (PWS Section 3.1.3)

Unbillable time:	Satisfaction Level	Effort Level	Award Fee
5%	130%	Outstanding	96-100%
10%	120-129%	Excellent	91-95%
15%	110-119%	Very Good	86-90%
20%	100-109%	Good Effort	80-85%
25%	90-99%	Average Effort	70-79%
30%	80-89%	Below Average	60-69%
35%	70-79%	Marginal Effort	50-59%
At or below 40%	0-69%	Unsatisfactory Effort	0%

2) Collection and reporting of cost data (PWS Section 3.1.1, 3.1.2, 3.1.3 and 3.1.4)

Error Rate:	Satisfaction Level	Effort Level	Award Fee
0-1%	130%	Outstanding	96-100%
2%	120-129%	Excellent	91-95%
3%	110-119%	Very Good	86-90%
4%	100-109%	Good Effort	80-85%
5%	90-99%	Average Effort	70-79%
6%	80-89%	Below Average	60-69%
7%	70-79%	Marginal Effort	50-59%
Greater than 7%	0-69%	Unsatisfactory Effort	0%

3) Tasking assigned to appropriate skill levels (PWS Section 3.1.8)

Appropriate Tasking:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
96% or less	0-69%	Unsatisfactory Effort	0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0022	2008 Aug 01	1300108202	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $9,989,042.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT | 38. RECEIVED BY | 39. DATE RECEIVED *(YYYYMMMDD)* | 40. TOTAL CONTAINERS | 41. S/R ACCOUNT NO. | 42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		10,877	Hours	$822,670.00

RCC Flight Data support

In accordance with Section C Performance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$822,670.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		

For Navy Accounting purposes only
PURCHASE REQUEST NUMBER: 1300108202

ACRN AA $793,207.12
CIN: 130010820200001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		55,075	Hours	$4,521,130.00

RCC Flight Data support

In accordance with Section C Performance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$4,521,130.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		55,075	Hours	$4,645,242.00
	RCC Flight Data support			
	In accordance with Section C Performance Work Statement (PWS)			
	This task order is severable			
	CPAF			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$4,645,242.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT
FOR
RANGE CONTROL CENTER (RCC) AIRCRAFT FLIGHT DATA, TELEMETRY and OPTICAL DATA PROCESSING SUPPORT
N68936-08-D-0016, T.O. 0022
1 August 2008

Applicable Contract SOW Paragraph Numbers: 3.1.1, 3.2, 3.3, 3.4.1, 3.4.4, 3.5, 3.9, 3.10, 3.11, and 3.12

1 **Scope.** The scope of this Task Order includes: optical data processing; aircraft instrumentation data reduction; Land Range Data Center support; aircraft post-flight digitizing operations; data analysis and data products generation; system administration; software development; facility engineering, development, maintenance and operations; RCC Telemetry Test Bay support; and RCC video operations support.

1.1 Background. The Land Range Data Systems Branch (Code 52720MD), Range Data Systems Division, Pacific Ranges & Facilities Department is tasked with real-time telemetry display support, and data reduction support to a variety of customers, including but not limited to F/A-18, AV-8B, JSOW, AIM-9X, HARM and FMS programs.

2 **Applicable Documents.** The Contractor shall access the most recent version of the applicable documents via the following Websites, or the government will provide access to the documents on site if not available as a website.

2.1 Desktop Procedures for Optical Data Processing Support
2.2 SECNAVINST 5510.36 Chapter 6 "Marking"
2.3 NAWCWD Command Mailroom Customer Mailing Guide
2.4 Classified Wrapping & Mailing Information
2.5 NAWCWD Correspondence Serial Log Guide
2.6 Desktop Procedures for Land Range Data Center
2.7 Desktop Procedures for Flight Data Digitizing Operations
2.8 Remanance Security Guidebook http://www.fas.org/irp/doddir/navy/5239_26.htm
2.9 Desktop Procedures for Flight Data Products
2.10 SA appointment documents located at https://wingspan.nawcwd.navy.mil/vulcan/
2.11 Desktop Procedures for System Administration DODD 8500.1 Information Assurance (IA)
2.12 DODD 8500.1 Information Assurance (IA)
2.13 DODI 8500.2 IA Implementation
2.14 DODI 5200.40 DOD Information Technology Security Certification and Accreditation Process (DITSCAP)
2.15 CJCSM 6510.01 Defense-In-Depth: IA and Computer Network Defense
2.16 CJCSI 6510.01C Information Assurance and Computer Network Defense
2.17 SECNAVINST 5239.3 DON Information System Security (INFOSEC) Program
2.18 OPNAVINST 5239.1B Navy IA Program
2.19 NAVAIRINST 5239.2 NAVAIR INFOSEC Program
2.20 NAWCWDINST 5239.1 NAVAIRWARCENACDIV INFOSEC Program
2.21 DOD 5200.2-R Personnel Security Program
2.22 CNSSI 4013 National Information Assurance Training Standard for System Administrators
2.23 DOD 8570.01-M Information Assurance Workforce Improvement Program

The Government will provide original equipment manufacturer (OEM) Manuals in the vicinity of the equipment used in the tasking.

2.24 Clinger-Cohen Act: This clause is **required** in all IT procurements. In 1996, Congress enacted the Clinger-Cohen Act (CCA), requiring agencies to use a disciplined capital planning and investment control process to acquire, use, maintain and dispose of information technology. Per CCA, OSD Memo of 08 Mar 2000, the DoD 5000.2 of 13 May 2003, and SECNAVINST 5000.2C of 19 Nov 2004, CCA compliance is required for all programs that contain IT, including IT in weapons and weapons system programs. The law provides authority to the agency's CIO to manage IT resources effectively. The authority to grant compliance with CCA and approve the Information Assurance strategy depends on the Acquisition Category (ACAT).

2.25 System Software / Application Compliance: "All Information Technology Systems or software/application development, modification or support shall be performed in accordance with Defense Business Transformation guidance (formerly Business Management Modernization Program (BMMP)), DON/NAVAIR Functional Area Manager (FAM) Policies and Guidance, Network and Server Registration, and Web Enablement mandates."

2.26 Information Assurance (IA): This is required on all DON Contracts All Information Technology Systems or software/application development, modification or support shall be performed in accordance with Defense Business Transformation guidance (formerly Business Management Modernization Program (BMMP)), DON/NAVAIR Functional Area Manager (FAM) Policies and Guidance, Network and Server Registration, and Web Enablement mandates.

All IA shall be in compliance with the following listed instructions to include those referenced within the below listing:

- -- SECNAV M-5239.1 DoN Information Assurance Program; Information Assurance Manual
- -- National Industrial Security Operating Manual (NISPOM)
- -- CJCSI 6211.02 (series) --Defense Information System Network (DISN): Policy Responsibilities and Processess of 31 July 2003
- -- CJCSI 6212.01 (series) --Interoperability and Supportability of Information Technology and National Security Systems
- -- DoDD 8100.1--Global Information Grid (GIG) Overarching Policy
- -- DoDD 8500.1--Information Assurance
- -- DoDI 8500.2--Information Assurance Implementation
- -- DoDI M-8510.1--DoD Information Technology Security Certification and Accreditation Process (DITSCAP) Application Manual
- -- DoDI 5200.40, "DoD IT Security Certification and Accreditation (C&A) Process (DITSCAP)," 30 Dec 1997
- -- CNO N614/HQMC C4--Navy-Marine Corps Unclassified Trusted Network Protection (UTN-Protect) Policy, Version 1.0, 31 October 2002

3 Performance Requirements.

3.1 General. The Government may require travel, training and overtime in support of this Task Order. The Government will require the Contractor to operate Government-owned vehicles (USN), when available, on- and off-Center while performing tasks under this Statement of Work. The Government Furnished Property (GFP) is part of a network that is administered by the Government.

3.2 Aircraft Instrumentation Data Reduction and Optical Data Processing Support.

3.2.1 Optical Data Processing Support. The Contractor shall:

a. Provide editing, reading and processing of optically recorded data on film or video during normal working hours using Government supplied software on PCs, video recorders/players and video reading systems to produce miss distance, trajectory, impact location, or related calculated parameters derived from the recorded data.

b. Operate film and video reading equipment (in accordance with paragraph 2.1) using computer facilities for data preparation and verification at the Land Range Data Systems Branch.

c. Perform the following for each range test requiring optical data reduction based on requirements defined in the Specification Sheet for a given test as follows: determine the time slices of video or film data to be read, edit each video tape or roll of film; produce a data quality/coverage report for each video tape or roll of film, read selected portions of the data to determine the azimuth and elevation readings for each data frame and offsets for both calibration targets and the item(s) to be tracked; set up data processing files; run n-station solution software to determine the item trajectory and associated calculated parameters; and produce the final output product on customer specified media type(s).

d. Maintain and update a database so that productivity metrics can be readily generated for the current FY, current CY, or for historical trends over several years. Metrics should be able to be generated, at a minimum, for number of frames of film and video read, and number of tests processed during a given time period.

e. Travel to the site of range tests to observe the instrumentation setup and operation on an occasional basis; provide to the TA observations and recommendations pertinent to the data reduction process based on observing a given test.

f. Log and track all incoming test data records and associated documents using the existing database.

g. Maintain and update desktop procedures (paragraph 2.1) and provide to TA/ATA (technical assistant/alternate technical assistant) for approval before implementing changes.

3.2.2 Land Range Data Center. The Contractor shall:

a. Accept Customer Data Requests either electronically or via hard copy using existing Data Request Forms; ensure Customer Data Requests contain all necessary information to process the customer data request including classification of input data and output data product; and return any incomplete Data Request Form to the customer.

b. Provide assistance to customers who need help in completing a data request form.

c. Enter Data Requests into the Flight Data Reduction Status DataBase (FDRSDB) within 60 minutes of receipt of properly filled out customer data request form.

d. Provide the capability to receive and store data items during normal working hours.

e. Respond to customer inquiries via email or telephone regarding the current status of a given data request(s).

f. Keep written or electronic records of all data received and distributed to customers or Land Range personnel.

g. Act as focal point for the Land Range for the receipt and distribution of test-related data products.

h. Ensure that all data products received from or transmitted to Land Range personnel or Land Range customers contain all the necessary classification markings per paragraph 2.2.

i. Return to the customer any incorrectly marked data products (meaning missing classification sticker, distribution statement, or other required security markings). NOTE: The Contractor is not responsible for incorrect classification markings provided by the customer.

j. Notify customers (as identified in paragraph 1.1) that completed data product is available and all required classification markings are present per paragraph 2.2. If necessary, mail completed data package per paragraphs 2.2, 2.3, 2.4, and 2.5.

k. Maintain desktop procedures (paragraph 2.6) and submit to TA/ATA for approval before implementing changes.

l. Provide courier services for customers when requested.

3.2.3 Aircraft Post-Flight Digitizing Operations. The Contractor shall:

a. Operate the flight data digitizing systems during working hours 0700 – 2400 per paragraph 2.7.

b. Verify data quality and generate Data Discrepancy Reports on all problems encountered in processing aircraft data tapes, and forward Data Discrepancy Reports electronically (via email) to the appropriate Flight Test Engineer (identified on the Configuration Sheet that comes with the flight media) and aircraft instrumentation personnel within one (1) hour of the problem being identified.

c. Execute the appropriate data reduction programs to process the data as requested by the customer.

d. Maintain records of all data processing tasks in the existing FDRSDB (start time, stop time, etc.).

e. Maintain desktop procedures (paragraph 2.7) for digitizing operations and present to TA/ATA for approval when updates are made.

3.2.4 Data Analysis and Data Products Generation. The Contractor shall:

a. Process flight test data by executing a variety of existing data reduction/analysis software during normal working hours. Specific software utilized depends on the type of data to be processed. Current aircraft data types include, but are not limited to, MIL-STD-1553 (muxall, hpm, and hpc), IDAP for AIM-9X, MMU (Missile Memory Unit), IDU and IDB. Time Space Position Information (TSPI) data types can include ALRITE Laser, GPS (Global Positioning System), and CTDF (Common Test Data Format). Other data types may arise in the future.

b. Process all non-urgent (routine) data requests within 3 working days of receipt at the Land Range Data Center. All urgent requests will be completed within 1 working day of receipt at the Land Range Data Center. Flex Fridays, Saturdays, Sundays, and Holidays are not counted as working days. The TA/ATA must approve exceptions to this policy.

c. Verify data quality and provide Data Discrepancy Reports electronically (via email) to the TA and other identified individuals/organizations on all data quality problems encountered on any flight or ground test.

d. Maintain records of all data processing tasks in the existing FDRSDB (start time, stop time, etc.).

e. Generate an FDRSDB record of when the customer-provided media was received, processed and returned. This record shall reflect the date of receipt, time required to process and date of return to customer.

f. Degauss tapes per paragraph 2.8 when approved by the TA or a designated representative.

g. Duplicate flight data sets if requested on the Data Request form.

h. Maintain desktop procedures (paragraph 2.9) for flight data products generation and present to TA/ATA for approval when updates are made.

3.2.5 System Administration. The Contractor shall:

a. Maintain the present data reduction facility and update the production software on both the classified and unclassified computer systems to be consistent with current software upgrades for all system and third party software.

b. Have experience in computer systems operations so that judgement can be exercised and initiative taken in the performance of the identified tasks Computer system operations shall be performed in accordance with paragraph 2.10.

c. Provide computer systems operation support in accordance with paragraph 2.10 for powering systems up/down, re-booting, recovery of lost files, restoration of archived files, creation of new user accounts, account maintenance, and maintenance of user tape library.

(1) Account maintenance duties consist of the management of resources made available to the user, such as allocated disk space per user and file access privileges, additions defined by the TA.
(2) Correctly mark and store backup/archive tapes/disks.

d. Ensure all media used in the computer facilities are either new media or media that have been properly degaussed per paragraph 2.8.

e. Archive all flight data sets to a long-term storage medium. Archival is defined as the copying of flight data to a higher density, smaller form factor magnetic media for long-term on-line or near-line storage for immediate retrieval.

f. Ensure facility computer systems are operational 24 hours per day, 7 days per week.

g. Maintain desktop procedures (paragraph 2.11) and present to TA/ATA for approval before any changes are implemented.

h. Have System Administrators appointed and approved as established by the government in references 2.11 through 2.22.

3.2.6 Software Development. The Contractor shall:

a. Identify and analyze entries contained in and Test Track Pro to determine if any software applications need to modified/developed to address a software failure, add a feature to meet a customer (as defined in paragraph 1.1) requirement, or develop a new software suite to address functionally new requirements.

b. Provide requirements definition and system design documentation, develop the system, provide system test plans, test and deliver the system.

c. Post software discrepancies, failures, and modifications to Test Track Pro.

d. Participate in the Range Data Systems Division software configuration management process improvement team.

e. Provide software engineering for the digitizing systems.

f. Provide software engineering for the optical data reduction systems.

g. Provide software development and software maintenance for the Test Resource Management System (TRMS).

h. Perform tasks identified in 3.2.6 a through g during normal working hours.

3.2.7 Facility Engineering, Development, Maintenance and Operations. The Contractor shall:

a. Have experience in computer systems operations so that judgement can be exercised and initiative taken in the performance of the identified tasks. Computer system operations shall be performed in accordance with paragraph 2.10.

b. Provide personnel with technical expertise in Airborne Telemetry, Aircraft Instrumentation, Telemetry and Data Reduction field so that judgment can be exercised and initiative taken in support to meet customer (as defined in paragraph 1.1) requirements, or develop new systems suited to address functionally new requirements.

c. Perform general housekeeping duties in the computer room(s) to help maintain an industry clean, safe environment (i.e., cleaning tape drives and printers, vacuum equipment, stocking supplies, keep computer room straightened and clean of debris).

d. Monitor supplies and notify the TA/ATA of shortages before those shortages cause delays in responding to customer data requests. Shortages are predicated on "lead time" of item and weekly usage rate based on normal workload.

e. Maintain and update equipment configuration documents for all systems to show the current hardware configuration and floor plans and develop documentation in a PC compatible application. All proposed changes shall be presented to the TA/ATA for review and approval prior to implementation. The configuration documents and floor plans must be readily available to TA/ATA upon request.

f. Provide maintenance, troubleshooting, and repair for non-NMCI computer systems, such as (but not limited to) video and Omega 3000 systems related equipment, and peripherals not under any existing maintenance contract.

g. Maintain the NAVAIR Data Warehouse and digital tape equipment such that they remain in an operational state per the OEM recommendations. Equipment consists of, but is not limited to, analog to digital tape digitizers, 14-track analog tape drives, Metrum tape units, Merlin tape units, custom hardware and cabling.

h. Provide for purchase, installation, and maintenance of new equipment and support required to move/reconfigure equipment used in the computer rooms as requested and approved by the TA/ATA.

i. Report to the TA all system or component failures, equipment problems, resolutions to problems, and any information that could help other team members.

j. Evaluate the current and future data processing requirements of the aircraft platforms and weapons systems supported by the facility to make recommendations to the TA/ATA for acquisition and integration of new equipment to meet current and future requirements.

k. Provide engineering analysis for identified facility problems.

l. Update the hardware and software with current versions and/or ECPs (engineering change proposals) as they become available from the equipment manufacturer.

m. Provide for the installation and systems engineering of newly integrated equipment and provide recommendations to the TA/ATA on the reconfiguration of computer and digitizing equipment to provide the optimum output capability of flight test operations. Submit all recommendations to the TA/ATA via email.

n. Perform the tasks identified in 3.2.7 a through m during normal working hours.

3.3 RCC Telemetry Test Bay Support. The Contractor shall:

a. Provide operations, maintenance, and test support for the RCC Telemetry Test Bay systems, system peripherals, and special purpose equipment during normal working hours, with hours flexing around requirements identified by the Land Range Test Schedule.

b. Perform troubleshooting and repair of existing equipment that are not under an existing maintenance contract.

c. Provide installation and maintenance of new equipment.

d. Provide moves/reconfiguration support for existing equipment.

3.4 RCC Video Operations Support. The Contractor shall provide support in the area of Video Duplication services and for maintenance of Hi-8mm video recorders/players during normal working hours. The Contractor, as notified by the TA/ATA, shall:

a. Provide maintenance for the Video Duplication system(s) so that the system(s) remains in an operational state per OEM recommendations.

b. Provide operational support for Video Duplication Data Requests.

c. Perform troubleshooting and repair (when feasible) of video duplication system components.

d. Perform installation and maintenance of new equipment and re-configure equipment as necessary to accommodate new components or to keep the system operational.

e. Provide system management support for the Video Duplication systems such as setting parameters, updating software or hardware components, and assisting users with problems.

f. Process all non-urgent (routine) Video Data Requests within 3 working days of receipt at the Land Range Data Center. All urgent requests will be completed within 1 working day of receipt at the Land Range Data Center. Flex Fridays, Saturdays, Sundays, and Holidays are not counted as working days. The TA/ATA must approve exceptions to this policy.

g. Provide the TA/ATA recommendations for repair/replacement of components as failures occur or new technology is commercially available.

3.5 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on- and off- Center, while performing tasks, when available under this PWS. The contractor shall:

a. Have a valid California driver's license.

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

c. Meet all requirements of FAR 45, 52.245-1, 52.245-9, and 5252.245-9500 while operating Government vehicles.

3.6. Subtask Reporting. The contractor shall provide decomposition level (subtask) reporting as follows:

0100 Management
1000 Customer Requested Optical Data Processing
1050 Non Customer Requested Optical Data Processing
2000 RCC Video Operations Support
2050 Non Customer Video Operations Support
3000 Land Range Data Center
4000 Aircraft Post Flight Digitizing
4500 Non Customer Post Flight Digitizing
5000 Data Analysis and Data Products
5500 Non Customer Requested Data Products
6000 System Administration
7000 Software Development
7100 Land Range Software Development
7200 F/A-18 Software Development
7300 AV-8B Software Development
7400 Digitizing Software Development
7500 Optical Data Reduction Software Development
8000 Facility Engineering, Development, Maintenance, and Operations
9000 RCC Telemetry Bay Support
9100 TRMS Support
9500 Non Customer Test Bay Support

3.6.1 Financial Reporting. The contractor shall provide a special **Inventory Summary Report (CDRL B001, TECHNICAL REPORT – STUDY/SERVICES)** to aid in customer billing. It shall be a detailed breakout by function subtask as indicated in paragraph 3.6.

4.0 Security Requirements.

4.1 Special Access Information. The contractor will require access to Special Access Information (SAI) in the performance of the contract requirements. The contractor will not be required to store SAI materials or maintain a SAI facility. All SAI work will be conducted within existing Government facilities. Only those Contractor personnel that have a requirement to have access, will have access to the SAI for a given SAI project. Those Contractor personnel will be required to meet the security requirements of that SAI project.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: WC028PR01822
AMOUNT: $793,207.12
CIN 130010820200001: $793,207.12

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   E-Echo Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR : (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 2,955 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) CDRLs
Attachment (3) DD254 (Provided Separately)

Attachment (1)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order 0022

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED TWICE PER YEAR

AWARD FEE FACTORS

PERFORMANCE 50% (weight)	**Performance, Schedule and Cost must add to 100%**
PERFORMANCE FOR THIS TASK ORDER MEANS:	METHOD OF ASSESSMENT:
1. Acceptable technical performance and deliverables (data products, software, etc.).	1. Conduct independent surveys 2. Review contractor reports/records/metrics
2. Little or no technical guidance or intervention required by Government to perform under this SOW.	1. Conduct independent surveys 2. Review contractor reports/records/metrics
3. Changes were anticipated and problems were solved efficiently and effectively through Contractor's initiative.	1. Conduct independent surveys 2. Review contractor reports/records/metrics
4. Successful cooperation, communication, and interaction with Government personnel and other involved parties.	1. Conduct independent surveys 2. Review contractor reports/records/metrics

SCHEDULE 40% (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:	
1. Enter data requests within the timelines specified in the SOW requirements.	1. Review contractor reports/records/metrics
2. Generate data discrepancy reports within the timelines specified in the SOW.	1. Review contractor reports/records/metrics
3. Process routine data requests within the timelines specified in the SOW.	1. Review contractor reports/records/metrics
4. Process routine video data requests within the timelines specified in the SOW.	1. Review contractor reports/records/metrics
5. Timely notification to the Government regarding schedule slippages.	1. Review contractor reports/records/metrics 2. Conduct independent surveys
6. Timely deliverables and schedule control.	1. Review contractor reports/records/metrics 2. conduct independent surveys

COST 10% (weight)

COST FACTORS: ASSESMENT:	METHOD OF
1. Effective cost control, actuals close to estimates for individual elements.	1. Review contractor reports/records/metrics
2. Noticeable savings in labor and funds shown by the effective implementation of tasking.	1. Review contractor reports/records/metrics
3. Timely submission of Cost Reports and/or vouchers.	1. Review contractor reports/records/metrics
4. No cost growth, overall task is completed within cost negotiated on the Task Order.	1. Review contractor reports/records/metrics

EVALUATOR	DATE
(b)6	5-13-08

PERFORMANCE

1) Technical performance and data products and other deliverables meet requirements
Technical performance & products at 100% level, =130% satisfaction level, outstanding effort = Award Fee of 96-100%
Technical performance & products at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Technical performance & products at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Technical performance & products at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Technical performance & products at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Technical performance & products at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Technical performance & products at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Technical performance & products at or below 96% unsatisfactory effort = Award Fee of 0

2) Technical guidance
No technical guidance at 100% level, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
No technical guidance at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
No technical guidance at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
No technical guidance at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
No technical guidance at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
No technical guidance at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
No technical guidance at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
No technical guidance at or below 96% unsatisfactory effort = Award Fee of 0

3) Efficient and effective problem solving
Efficient & effective at 100%, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Efficient & effective at 99%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Efficient & effective at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Efficient & effective at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Efficient & effective at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Efficient & effective at 97% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Efficient & effective at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Efficient & effective at or below 96% unsatisfactory effort = Award Fee of 0

4) Leadership/Vision/Resource Management
Provide effective, efficient, leadership/vision/resource management to deliver high quality products/services customer value (i.e./e.g):
-Provide experienced, certified (as needed) workers appropriate for level of work
-Cooperation, communication/interaction with government personnel
-Effective planning and coordination with subcontractors and execution of tasking accomplished in an exceptional and timely manner

SCHEDULE

1) Enter data requests & generate discrepancy reports within timelines (SOW Section 3.2.2c, 3.2.3b)
Timeline met for 100% of requests = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Timeline met for 99% of requests = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Timeline met for 98% of requests = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Timeline met for 97% of requests = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Timeline met for 96% of requests = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Timeline met for 95% of requests = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Timeline met for 94% of requests = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Timeline met for less than 94% of requests = 96% unsatisfactory effort = Award Fee of 0

2) Routine data & video data requests (SOW Section 3.2.4b, 3.4f)
Processing times for 100% of requests = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Processing times for 99% of requests = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Processing times for 98% of requests = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Processing times for 97% of requests = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Processing times for 96% of requests = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Processing times for 95% of requests = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Processing times for 94% of requests = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Processing times for less than 94% of requests = 96% unsatisfactory effort = Award Fee of 0

3) Government notified of slippages & deliverables on time
Timeliness for 100% of actions = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Timeliness for 99% of actions = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Timeliness for 98% of actions = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Timeliness for 97% of actions = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Timeliness for 96% of actions = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Timeliness for 95% of actions = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Timeliness for 94% of actions = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Timeliness for less than 94% of actions = 96% unsatisfactory effort = Award Fee of 0

COST

1) Cost within negotiated amount for TO

5% below budget = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
3-4% below budget = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
1-2% below budget = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
On Budget = 100-109% satisfaction level, good effort = Award Fee of 80-85%
1-2% over budget = 90-99% satisfaction level, average effort = Award Fee of 70-79%
3-4% over budget = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
5-6 % over budget = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 6% increase = unsatisfactory effort = Award Fee of 0

2) Collection and reporting of cost data

Zero to 1% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
2% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
3% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
4% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
5% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
6% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
7% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 7% error rate = unsatisfactory effort = Award Fee of 0

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY:
	A	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Range Control Center Support	N68936-08-D-0016 T.0. 0022	Jacobs

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B001	TECHNICAL REPORT – STUDY/SERVICES	Inventory Summary Report

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	SOW Para 3.6 and 3.6.1	NAVAIRWD CODE 52720MD

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	SEE BLK 16	BI-WE	SEE BLK 16
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
N/A		N/A	SEE BLK 16

Block 4: May be in contractor format as long as DID is used for guidance. See attached Excel Spread Sheet.

Block 9: DISTRIBUTION STATEMENT D. Distribution authorized to the Department of Defense and U.S. DoD contractors only; critical technology; 24 March 2008. Other requests shall be referred to NAWCWD, Code 41130EE, 575 I AVE SUITE 1, Point Mugu, CA 93042-5049.

Blocks 12 & 13: Initial delivery of Document shall be 30 Days ACA and Bi-weekly thereafter.

Block 14: Report shall be submitted via electronic mail in Government compatible MS Excel.

(b)6
(b)6

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 52720MD	0	1	0
Code 52700MD/E	0	1	0
15. TOTAL	0	2	0

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	28 May2008	Jean Winfrey DRRB Chairperson	28 May 2008

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0023	2008 Aug 01	1300109464	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,040,796.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
29. DO VOUCHER NO.
30. INITIALS
[ ] PARTIAL
[ ] FINAL
32. PAID BY
33. AMOUNT VERIFIED CORRECT FOR
31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL
34. CHECK NUMBER
35. BILL OF LADING NO.

37. RECEIVED AT | 38. RECEIVED BY | 39. DATE RECEIVED *(YYYYMMMDD)* | 40. TOTAL CONTAINERS | 41. S/R ACCOUNT NO. | 42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		2,530	Hours	$85,982.00

Data Mgmt processing, analysis & admin

In accordance with section C Performance Work Statement (PWS)
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$85,982.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		$0.00

For Navy Accounting purposes only

PURCHASE REQUEST NUMBER: 1300109464

ACRN AA $85,982.00
CIN: 130010946400001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		13,640	Hours	$469,970.00

Data Mgmt processing, analysis & admin

In accordance with Section C Performance Work Statement (PWS)

This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$469,970.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		13,640	Hours		$484,844.00
	Data Mgmt processing, analysis & admin				
	In accordance with section C Performace work Statement (PWS)				
	This task order is severable				
	CPAF				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$484,844.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)

For
Commercial Accounts Division
Contract N68936-08-D-0016 Task Order 0023
1 August 2008

Applicable Contract SOW Paragraph Number: 3.5

1 **Scope.** The scope of this Task Order is to perform data management, data processing, data analysis, business and administrative support, and other related tasks to support the Commercial Accounts Division. The work performed under this task order will be accomplished at the Naval Air Warfare Center, Weapons Division (NAWCWD) China Lake, California and Pt. Mugu, California.

2 **Applicable Documents**. The Government will provide the Contractor with the latest version of the following applicable documents:

2.1 Desk Book Procedures
2.2 NAWCWPNS Fiscal Policies and Procedures Manual
2.3 Department of Defense Financial Management Regulations
2.4 NAVAIR Financial System Manuals
2.5 Comptroller Financial Guidance Memorandums
2.6 NAVAIR Financial Systems Operating Guidance
2.7 NAVAIR Purchase Card Guidance
2.8 Non-Disclosure Certification Document

3 **Performance Requirements.**

3.1 General. The Government will provide tasking via the Contractor's "in-basket" electronically or hardcopy. The Government will provide the Contractor the procedures for accomplishing these tasks (See Section 2.0.). Travel and overtime may be required in support of this Task Order. Tasks shall be verified by the Technical Assistant (TA) for accuracy and compliance with required Task Order procedures in accordance with Section 2.0, Paragraphs 2.1 through 2.7 of this Performance Work Statement (PWS) prior to implementation. The Contractor shall perform assigned tasking using established processes describe in Section 2. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

The Contractor shall:

a. Maintain a work force that is cross-trained in all aspects of the support for the Commercial Accounts Division tasks in accordance with paragraph 2.1.

b. Be familiar with and have the skills for customer service, as this task order requires interface with all levels of the NAWCWD/NAWS organization.

c. Have an in-depth working knowledge of existing desk book procedures (paragraph 2.1).

d. Have a working knowledge of Navy Enterprise Resource Planning (SAP/NERP), Outgoing Fund Documents (OFD) and NAWCWD Purchase Card Interim System to perform 3.2.c.

3.2 Commercial Accounts Division Tasks. In accordance with documents referenced in Section 2, and with prior TA approval, the Contractor shall:

a. Perform data entry status updates to the current Government databases, logs, and tracking documentation in accordance with paragraph 2.1.

b. Recommend in writing improved methods for extracting and entering data from existing computer systems and their software systems (instead of picking up manually) from the Financial, Supply, and Procurement reports; upon approval of the TA, revise and incorporate into paragraph 2.1.

c. Prepare financial data formats from financial database system in preparation of the NAVAIR Financial Management System and sub-system financial interface reports. These revised and approved procedures shall be incorporated into paragraphs 2.1, 2.4, and 2.7.

d. Verify the accuracy of requisition documents, fund documents, vouchers, invoices, shipping documents, and telephone bills prior processing the data in accordance with the document referenced in paragraph 2.1.

e. Maintain documents in accordance with the document referenced in paragraph 2.1.

f. Prepare documentation relating to Commercial Accounts in accordance with the document referenced in paragraph 2.1.

g. Open and distribute all Commercial Accounts Divisions mail; file incoming and outgoing documentation; and pull documents relating to Commercial Accounts Divisions in accordance with the document referenced in paragraph 2.1.

h. Validate all logs, weekly, bi-weekly and monthly reports in accordance with the document referenced in paragraph 2.1.

i. Respond to Customer queries relating to "status" of accounting tasks in accordance with the document referenced in paragraph 2.1.

j. Alert the Contractor's Project Lead and TA of any backlog or workload issues that may arise in accordance with the document referenced in paragraph 2.1.

3.3 Meetings. The Contractor shall participate in Government/Contractor team meetings as required by the TA or TOL to discuss project status, process changes, and problems/issues encountered.

3.4 Data Requirements. The Contractor shall:

a. Develop and keep current all documentation. This includes all approved revisions to existing Government documents, computer software product end items, technical studies and reports.

b. Provide updates/changes to documentation due to a change to the operational environment within 15 days.

c. Store all documentation and place in a location that is accessible to Contractor and Government personnel and be in an electronic form suitable for on-line examination or downloading from the Government or Contractor's site. Access privileges and/or distribution of any documentation will be determined by the Government or negotiated with the Contractor.

3.5 Non-Disclosure Document. A NAVY ERP Non-Disclosure document shall be signed, dated and provided to the Government for each Contractor assigned to this Task Order and prior to charging to the Task Order, in accordance with the document referenced in paragraph 2.8.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000008032
AMOUNT: $85,982.00
CIN 130010946400001: $85,982.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Unclassified.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and Point Mugu restricted areas:

   M-Michelson Lab
   F-Flight Line
   X-Industrial area

3. Location of Performance: NAVAIR China Lake, CA and Point Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501

5. Period of Performance: 01 August 2008 through 30 September 2010
6. Overtime:

   a. No more than 450 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

Attachment (1) QASP

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0023

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

Performance 60% (weight) **Performance, Schedule and Cost must add to 100%**

PERFORMANCE FOR THIS TASK ORDER MEANS:
See QASP Continuation Page

This Task Order will be rated on the accuracy and completeness of research, data verification, data input and quality assurance. Each team member must have a working knowledge of the regulations that govern their perspective area. Desk procedures shall be updated no less than twice a year. All documents and records shall be maintained following Customer Service policy and desk procedures. Customers shall be given accurate and consistent information.

Process improvements resulting in demonstrated increases in efficiency and/or cost-effectiveness may justify additional award fee.

Schedule 20% (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:
See QASP Continuation Page

Schedules for year-end processing shall be met at all times for Commercial Accounts. Day-to-day processing, schedules shall follow Commercial Accounts policy and desk procedures.

Cost 20% (weight)

COST FACTORS:
See QASP Continuation

Cost for labor, overtime, travel and training shall meet the authorized budget. If a situation arises that will cause this task order to overrun, the TA, Financial Contact, and COR must be notified immediately.

EVALUATOR (b)6	7-9-08

T.O. 0023 QASP

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0023 QASP continuation page

Method of Assessment:
Performance/Quality: Review performance to the requirements as defined in the PWS, customer surveys, and contractor reports.

Method of Assessment:
Schedule: Review work request tasking schedule, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0024	2008 Aug 01	1300109465	

6. ISSUED BY CODE N68936

CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY

NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120

NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS

Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,554,750.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED *(YYYYMMMDD)*	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		1,755	Hours		$117,718.00
	D/M processing, analysis & admin support				
	CPAF				
	In accordance with Section C Performance Work Statement (PWS) This task order is severable				
	FOB: Destination				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$117,718.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101					
	For Navy Accounting purposes				
	CPAF				
	FOB: Destination				
	PURCHASE REQUEST NUMBER: 1300109465				
	ACRN AA CIN: 130010946500001				$117,718.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		9,725	Hours		$701,800.00

D/M processing, analysis & admin support

CPAF

In accordance with Section C Performance Work Statement (PWS)
This task order is severable

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$701,800.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		9,850	Hours		$735,232.00

D/M processing, analysis & admin support

CPAF

In accordance with Section C Performance Work Statement (PWS)
This task order is severable

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$735,232.00

Section C - Descriptions and Specifications

PWS

PERFORMANCE WORK STATEMENT (PWS)

Cost Accounting Division
Contract N68936-08-D-0016, T.O. 0024
1 August 2008

Applicable Contract Statement of Work Paragraph Number: 3.5

1 Scope. The scope of this Task Order is to perform data management, data processing, data analysis, business and administrative support, and other related tasks to support the Cost Accounting Division. The work performed under this task order will be accomplished at the Naval Air Warfare Center, Weapons Division China Lake, California and Pt. Mugu, California (NAVAIRWD).

2 Applicable Documents. The Government will provide the Contractor with the latest version of the following applicable documents:

2.1 Desk Book Procedures
2.2 NAWCWPNS Fiscal Policies and Procedures Manual
2.3 Department of Defense Financial Management Regulations
2.4 NAVAIR Financial System Manuals
2.5 Comptroller Financial Guidance Memorandums
2.6 NAVAIR Financial Systems Operating Guidance
2.7 Department of the Navy and NAWCWPNS Security Manuals (OPNAVINST 5510.H and NAVWPNCENINST 5510.29)
2.8 Property Reference Guide
2.9 DFAS-CL 1000.3-M Appropriation, Cost and Property Accounting (Field) (formerly NAVCOMPT Manual, Vol. 3, Chapter 6)
2.10 SECNAVINST 5238.1C, "Computer Resources Management"
2.11 NAVWPNCENINST 4440.5B. Procedures for Material Turned Into Store (MTIS)
2.12 NAWCWPNSINST 4500.1, Government Property Survey
2.13 Non-Disclosure Document

3 Performance Requirements.

The Government will provide tasking required in support of the Cost Accounting Division via the Contractor's "in-basket" electronically or hardcopy. Overtime and Travel may be required for the performance of this Task Order. The Contractor shall perform assigned tasking using established processes described in Section 2. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1 The Contractor shall:

a. Maintain a work force that has a working knowledge of the regulations that govern their perspective area and is also cross-trained in all aspects of the support for the Cost Accounting Division tasks in accordance with the document referenced in paragraph 2.1 and 2.5.

b. Be familiar with and have the skills for customer service, as this task order requires interface with all levels of the NAWCWD and external organizations.

c. Coordinate and prioritize special projects (tasking outside of daily workload) with the Technical Assistant (TA) for compliance with required Task Order procedures in accordance with the documents referenced in Section 2 prior to implementation.

3.2 Cost Accounting Division Tasks. In accordance with the documents referenced in Section 2, and with prior TA approval, the Contractor shall:

a. Perform data entry status updates to the current Government databases, logs, and tracking documentation in accordance with the document referenced in paragraph 2.1.

b. Recommend in writing improved methods for extracting and entering data from existing computer systems and their software systems (instead of picking up manually) from the Financial, Supply, and Procurement reports; upon approval of the TA, revise and incorporate into the document referenced in paragraph 2.1.

c. Prepare NAVAIR Financial Management System and sub-system financial interface reports. These revised and approved procedures shall be incorporated into the documents referenced in paragraphs 2.1 and 2.4.

d. Verify the accuracy of requisition documents, fund documents, vouchers, and shipping documents prior to data entering, extracting, obligating, committing, reproducing, accruing, and/or distributing data in accordance with the document referenced in paragraph 2.1.

e. Maintain documents in accordance with the document referenced in paragraph 2.1.

f. Prepare documentation relating to Cost Accounting in accordance with the document referenced in paragraph 2.1.

g. Validate all logs, weekly, bi-weekly and monthly reports in accordance with the document referenced in paragraph 2.1.

h. Respond to Customer queries relating to "status" of accounting tasks in accordance with the document referenced in paragraph 2.1.

i. Processing schedules (i.e. year-end, month-end) shall be met at all times for Cost Accounting and Property Management, in accordance with the document referenced in paragraph 2.1.

j. Alert the Contractor's Task Order Project Lead and TA of any backlog or workload issues that may arise in accordance with the document referenced in paragraph 2.1.

3.3 Property Logistics. In accordance with the document referenced in paragraph 2, the Contractor shall:

a. Research and verify for accuracy and consistency; input data and prepare associated documentation for Property Logistics functions; identify field problems and report findings to the Technical Assistant (TA); and gather identifying information needed for input to designated databases from the guard mail, electronic mail and customer contact.

b. Assign bar code numbers to the customer and maintain the audit trail of numeric bar code numbers; verbally advise the TA when additional bar code stickers need to be ordered; and maintain, visually verify and log general historical data gathered pertaining to the equipment.

c. Maintain property records in a current configuration, to include property logistics data gathering and analysis, procedure research and verification, and data entry.

d. Validate all new bar code information and updates in accordance with paragraph 2.1. The workload will vary from day to day. Inputs will be delivered to a Contractor in-basket daily.

e. Update/archive all records received into the database (within 5 days) and file all documents received within 7 days of receipt.

f. Maintain the Customer Service Division web site.

3.4 Property Disposal. In accordance with the documents listed in paragraphs 2, the Contractor shall:

a. Review, research and input disposal information received on the "Turn-In" and "Excess", DD 1348-1a forms. This includes checking for accuracy, researching incorrect data as necessary and input of all disposal information as specified in directives listed in Section 2.

b. Enter data about equipment to be excessed into the Electronic Reporting System (ERS) for all Automated Data Processing (ADP) items as required in the Automated Resource Management System (ARMS) and ERS manuals by the instructions referenced in paragraph 2.

c. Accept, provide data entry reporting and out-process excess bar-coded equipment at the Excessing Warehouse for the China Lake customers.

d. Visually verify and log historical data pertaining to the equipment using either paper or electronic media.

e. Enter all disposition transactions into the database (within two (2) working days) in accordance with the documents referenced in paragraph 2.1.

3.5 Perpetual Inventory. In accordance with the documents referenced in paragraph 2, the Contractor shall:

a. Perform daily operations of the physical inventory that include making appointments with customers, scanning bar-coded equipment labels, and processing the inventory data captured (data computer) as specified in the desk procedures.

b. Update and maintain the designated database.

c. Research for data entry by gathering and identifying information, physical sighting or electronic inquiry; validate information already existing in the database and reconcile that information to the data gathered from the physical inventory; assist the customer in bar-coding equipment that is not identified with an identifying bar code sticker; and may be required, in the absence of the Government customer, to affix the barcode sticker.

d. Verify (sight) and log historical data pertaining to the equipment.

e. Ensure all inventory appointments and documentation requirements are performed per the schedule and in accordance with the document referenced in paragraph 2.1. The workload will vary from day to day. Inputs will be delivered to a Contractor "in-Basket" daily.

f. Maintain the Customer Service Division web site.

3.6 Studies and Analysis. The Contractor shall:

a. Evaluate financial data.

b. Research anomalies and discrepancies.

c. Document findings and provide recommendations.

d. Provide corrections to non-labor suspense, errors, all rejects and adjustments.

e. Prepare appropriate corrective action paperwork and submit to TA for signature approval.

3.7 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on- and off- Center, while performing tasks, when available under this PWS. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

c. Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.8 Meetings. The Contractor shall participate in Government/Contractor team meetings as required by the TA or TOL to discuss project status, process changes, and problems/issues encountered.

3.9 Documentation. The Contractor shall:

a. Develop and keep current all documentation. This includes all approved revisions to existing Government documents, computer software product end items, technical studies and reports.

b. Provide updates/changes to documentation due to a change to the operational environment within 15 days to the TA.

c. Store all documentation and place in a location that is accessible to Contractor and Government personnel. Documentation shall be in an electronic form suitable for on-line examination or downloading from the Government or Contractor's site. Access privileges and/or distribution of any documentation will be determined by the Government or negotiated with the Contractor.

3.10 Subtask Reporting

The hours worked, and costs associated with the hours in CDRL A002, shall be segregated and reported by sub-task. The sub-tasks are:

001--Cost Accounting
002--Property Logistics
003--Property Disposal
004--Perpetual Inventory

3.11 Non-Disclosure Documents. A NAVY ERP Non-Disclosure and general Non-disclosure document shall be signed, dated and provided to the Government for each Contractor assigned to this Task Order and prior to charging to the Task Order, in accordance with the document referenced in paragraph 2.13.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000008038
AMOUNT: $117,718.00
CIN 130010946500001: $117,718.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

FUNDING
In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

SPECIAL REQUIREMENTS

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Unclassified.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and Point Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   E-Echo Range
   F-Flight Line
   San Nicholas Island
   C-Cam Air

3. Location of Performance: NAVAIR China Lake, CA and Point Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501

5. Period of Performance: 01 August 2008 – 30 September 2010

6. Overtime:

   a. No more than 430 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0024

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

Performance 80% **(weight)** **Performance, Schedule and Cost must add to 100%**

PERFORMANCE FOR THIS TASK ORDER MEANS:
See QASP Continuation Page

This Task Order will be rated on the accuracy and completeness of research, data verification, data input and quality assurance. In accordance with (IAW) Performance Work Statement (PWS) paragraph 3.1a, each team member must have a working knowledge of the regulations that govern their perspective area. IAW PWS paragraph 3.7.a, desk procedures (document ref in para 2.1) shall be updated no less than once a year. All documents and records shall be maintained following Cost Accounting and Property Management policy and desk procedures. Customers shall be given accurate and consistent information.

Schedule 10% **(weight)**

CRITICAL FACTORS IN THE SCHEDULE ARE:
See QASP Continuation Page

Processing schedules shall be met at all times for Cost Accounting and Property Management IAW paragraph 3.2i. Day-to-day processing schedules shall follow Cost Accounting and Property Management policy and desk procedures:
-property logistics records are updated/archived within 5 days of receipt into the database and filed within 7 days of receipt
-all property disposition transactions are entered into the database within 2 working days

Cost 10% **(weight)**

COST FACTORS:
See QASP Continuation Page

Cost for labor, overtime, travel and training shall meet the authorized budget. If a situation arises that will cause this task order to overrun the TA, Financial Contact, and COR must be notified immediately.

EVALUATOR	DATE
(b)6	6-13-08

T.O. 0024 QASP

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0024 QASP

Method of Performance Assessment:
Quality: Review performance to the requirements as defined in the PWS, customer surveys, and contractor reports.

Method of Performance Assessment:
Schedule: Review work request tasking schedule, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

Method of Performance Assessment:
Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0025	2008 Aug 01	1300108454	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $5,447,301.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		2,667	Hours	$1,130,484.00

IT/IM Operational Support Services

In Accordance with Section C Performance Work Statement
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,130,484.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		

For Navy Accounting purposes only

TO Mgmt

PURCHASE REQUEST NUMBER: 1300108454

ACRN AA $6,500.00
CIN: 130010845400001

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102		

For Navy Accounting purposes only

Project management

PURCHASE REQUEST NUMBER: 1300108454

ACRN AB $16,000.00
CIN: 130010845400002

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounting purposes only CRA billing support PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AC CIN: 130010845400003	$39,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000104	For Navy Accounting purposes only CRA Financial Reports PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AD CIN: 130010845400004	$200.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000105	For Navy Accounting purposes only Telco Billing PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AE CIN: 130010845400005	$40,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000106	For Navy accounting purposes only I&M PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AB CIN: 130010845400006	$2,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000107		
	For Navy Accounting purposes only	
	Head End Operations	
	PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AB CIN: 130010845400007	$9,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000108		
	For Navy Accounting purposes only	
	BAN Operations	
	PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AB CIN: 130010845400008	$25,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000109		
	For Navy Accounting purposes only	
	LAN	
	PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AB CIN: 130010845400009	$25,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000110	For Navy Accounting purposes only Configuration Mgmt PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AB CIN: 130010845400010	$36,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000111	For Navy Accounting purposes only Technical Writing PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AB CIN: 130010845400011	$3,200.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000112	For Navy Accounting purposes only IT Compliance PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AF CIN: 130010845400012	$5,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000113	For Navy Accounting purposes only Architecture Engineering 4 PURCHASE REQUEST NUMBER: 1300108454	
	ACRN AG CIN: 130010845400013	$30,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		15,712	Hours	$2,139,084.00

IT/IM Operational Support Services

In Accordance with Section C Performance Work Statement
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$2,139,084.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		15,712	Hours	$2,177,733.00

IT/IM Operational Support Services

In Accordance with Section C Performance Work Statement
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$2,177,733.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
IT/IM OPERATIONAL SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order 0025
1 August 2008

Applicable Contract SOW paragraphs: 3.1, 3.2, 3.4, 3.5, 3.6, 3.8, 3.10, 3.11, and 3.12

1 **Scope.** The scope of this effort is to acquire non-NMCI operational support services to support the delivery of Information Technology/Information Management (IT/IM) products and services at the Naval Air Warfare Center Weapons Division (NAWCWD). The effort requires this support be provided for both NAWCWD specific and NAVAIR-wide products and services.

1.1 Task Order Relationships. For FY08, the IT/IM Department has established five Task Orders to better support the primary product areas while keeping Task Order and business operations manageable. These five Task Orders shall support each other seamlessly in order to provide IT/IM customers with an integrated set of products and services to meet their needs.

a. This Task Order provides IT Compliance support, IT/IM business and financial support, data handling and management, telephone billing, technical writing, enterprise architecture/engineering, and infrastructure support as requested.

b. Task Order 0020 provides the IT/IM product and service delivery mechanisms that interface directly with the customer to intake work, support the management of delivery processes, and/or provide direct customer technical support.

c. Task Order 0026 supports the areas of software development, application integration, and related services for both corporate financial systems and customer specific systems.

d. Task Order 0028 provides IT/IM Information Assurance support.

e. Task Order 0029 provides complex technical services for server operations and application hosting.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the applicable documents.

2.1 IT/IM National Work Acceptance Process
2.2 Product and Service POC listing
2.3 Fee for Service Model
2.4 Administrative/Financial Desk Book Procedures, dated August 1999
2.5 Corporate Computing Facility (CCF) Policies and Procedures Manual
2.6 Corporate Business and Financial Systems Desk Guide
2.7 MIL-HDBK-61A dated 7 February 2001
2.8 Desk Procedures for Toll Bill Processing/Invoice Processing
2.9 Desk Procedures for Calling Card Maintenance and Distribution
2.10 NAVCOMPT Form 2061, Utility-Invoice Certification
2.11 DD Form 428, Communications Service Authorization Form (CSA)
2.12 Communications Work Order (CWO) My Soft web application form
2.13 NAWCWD Cost Redistribution Accounts (CRAs) Guidelines
2.14 Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Revision 1, October 1999
2.15 Department of Defense Office of General Counsel, Ethics Issues in Government-Contractor Teambuilding
2.16 DOD 8570.1M Information Assurance Workforce Improvement Program Manual

3 Performance Requirements.

3.1 **General**. Travel, training and overtime may be required in support of this task order. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1 Task/Work Initiation. Upon issuance of this Task Order, the Contractor shall perform the functions outlined in this Task Order; all other work to be performed under this Task Order shall be initiated through a work request or trouble call, or a signed IT/IM product and service level agreement.

3.1.2 Work Requests. The Contractor shall initiate all work requests, including internal and external requests, under this Task Order through the National Help Desk (NHD)-West work acceptance process. The Contractor shall use the IT/IM product and service management tools to document, track, and report customer support efforts for all functional areas covered by this Task Order.

3.1.3 Funding and Charging. The Contractor shall implement the fee-for-service model defined in the document referenced in paragraph 2.3. This Task Order performs services that are funded/paid for in three different ways:

a. Corporate products and services that are paid for by funding allocated to the IT/IM Department (Corporate Funded).

b. Corporate products and services that are paid for by customers through an indirect direct product account (IDPA) mechanism (Fee-For- Service).

c. Customer requested services paid for by the customer directly (Fee-For-Service).

This PWS outlines in each requirement area, the type of service that is provided. Additionally, in operating the Task Order, the Contractor shall identify tasks that are billable or un-billable.

d. Billable: Work is directly billable to an IT/IMD project, fee-for-service IDPA, or customer.

e. Un-billable: Work is not directly chargeable and is paid for by the Task Order IDPA through the use of a fee that is added to the cost of the products and services that are funded. Un-billable is defined as:

(1) Time that supports the administration and execution of the Task Order work but does not directly provide a product or service to the corporation or customers, and is part of doing business.

(2) Time spent developing or improving processes, generating documentation, attending meetings, and obtaining training and/or travel, which is not specifically attributable to an individual competency or customer requirement, and is requested via work order.

(3) Time considered downtime as the result of no funded work to charge.

The Contractor shall keep Un-billable downtime to a minimum as defined in the Task Order evaluation criteria.

3.1.4 Task Order Reports. The Contractor shall provide business/financial reporting specific to this Task Order as requested by the Technical Assistant (TA)/Alternate Technical Assistant (ATA) including the Revenue and Expense report delivered monthly, and the following reports provided as requested: All Estimate Reports by Embedded Analyst; all estimate reports by work order lead; At risk billable work orders; At risk un-billable work orders; Division total hours; Division revenue vs. non-revenue; Division detail non-labor. The reports will be work order driven by the TA/ATA.

3.1.5 Leadership. The Contractor's management and business processes shall support successful execution of all tasks associated with this Task Order. Success will be measured by adherence to the cost, schedule, and performance elements.

3.1.6 Teaming Efforts. The Contractor shall team with Government personnel in using the Integrated Product Team (IPT) concept to address efforts and projects related to this Task Order (document referenced in 2.14 and 2.15). The Contractor's participation as a team member shall be governed by the guidance provided in the document referenced in paragraph 2.14. Additionally, the Contractor shall adhere to the guidance cited in the document referenced in paragraph 2.15, ensuring that they understand and follow statutory and regulatory restrictions and standards of conduct issues faced when close working relationships, such as IPTs, are required. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.7 Team Meetings. All members of the Task Order team(s) shall attend meetings as required and feasible. The Contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The Contractor shall take and distribute notes, and track action items that result from these meetings. The Contractor shall e-mail (or use other media as agreed to by the team) the meeting notes same or next workday to the TA/ATA, and all attendees.

3.1.8 Expertise and Knowledge. The Contractor shall:

a. Provide personnel with the skills needed to meet the requirements defined in this Task Order.

b. Assign team members based on complementary expertise and skills, not on availability to ensure the right people are assigned to the team.

c. Ensure that all personnel assigned to this Task Order are provided with an orientation covering the IT/IM's current mission and business, future strategies and plans, as well as those of our customers.

f. Remain current in their functional areas of expertise and evolving technologies.

g. Provide training to contractor workforce or for government personnel at the Contractor's facility or other agreed upon location.

3.1.9 Products and Services Delivery. Current processes and procedures are incorporated in the documents referenced in Section 2 procedural documents/desk guides. The Contractor shall follow these processes while continually striving to optimize performance. As more efficient processes and procedures are identified and developed, the Contractor shall customize, update and develop new Section 2 procedural documents and desk guides to ensure optimal, coordinated, services for all functional areas. The Contractor shall submit updates to the TA for review and approval within one week.

3.1.10 Work Hours. For purposes of this Task Order, core work hours are defined as 0600 to 1800 hours, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. Contractor employee work schedules may be agreed to by the individual functional areas for corporate tasks; individual customer work requests or customer agreements may define alternate work schedules. Contractor Section Manager may authorize critical functions to be performed during non-core hours at work locations or alternate locations as deemed appropriate – especially in instances where emerging requirements demand such attention. These instances may or may not include tasking while on travel plus may or may not include overtime. Any Contractor employees requesting to have regular scheduled work time outside of core hours and at alternate locations must have TA/ATA authorization.

3.1.11 Task Order Documentation. The Contractor shall post all required documentation on the Government's server. The Contractor shall notify by email the TA and Government Team Lead when documents are posted.

3.1.12 Project Management. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Project management shall be applied to all projects that result from the complex level of service designation identified in the referenced document in paragraph 2.1 and any others at risk of failure if they are not rigorously managed. Embedded support may not require the adoption of rigorous project management discipline unless explicitly referenced in the corresponding Service Level Agreement (SLA).

3.1.13 Work Planning. Upon receipt of work requests and in accordance with the document referenced in paragraph 2.1, the Contractor shall:

a. Follow and/or support the NAVAIR National Work Acceptance Process (WAP) to define, document, and communicate the various aspects of the effort.

b. Support the development and use of Basic Level of Service (BLS) planning processes and documents. Versions must be approved by the TA or ATA.

3.1.14 Vehicles. The Contractor shall:

a. Lease vehicle(s) to support the requirements of this PWS as requested by the COR or TA/ATA. The Contractor employees shall:

(a) Maintain a valid California driver's license.

(b) Perform all required vehicle maintenance and repairs (including vehicle smog checks).

(c) Use the most cost-effective/economical means available to fuel the vehicles (using the Government fuel farm via fleet card submitted to Government for payment once per month or Contractor's negotiated local gas station).

(d) Maintain insurance coverage to include the vehicles and Contractor employees driving the vehicles (IAW basic contract FAR 52.228-7).

(e) Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Contractor leased vehicles.

(f) Be required to lease and register one (1) leased vehicle in the Contractor's name. Title shall remain with the leasing company while registration and insurance is the Contractor's responsibility.

b. Upon approval of the Contracting Officer, COR, and TA, replace an inoperative vehicle, as needed to meet the daily requirements of this PWS.

c. Contractor personnel may be required to operate Government-owned vehicles, when available, "on-base" while performing tasks under this PWS. To operate a USN vehicle, the contractor shall:

(a) Maintain a valid California driver's license.

(b) Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

(c) Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.1.15 Security. The Contractor shall meet all security requirements related to personnel, physical, communications, and information assurance as required by the basic contract and by this Task Order, and additionally:

a. Fully support the IT/IM Information Assurance Officer (IAO) in the performance of IA requirements including reporting, managing, and securing all IT assets/elements under the scope of this Task Order.

b. Obtain COMSEC certification for all personnel and maintain security awareness and support for all IT communications efforts under the scope of this Task Order.

c. Task Order personnel shall complete mandatory security related training required of DoD employees such as Personnel Security, Information Assurance, Anti Terrorism, Privacy Act, and others as required by the TA/ATA.

3.2 **Business and Financial Services**. The Business and Financial functional area operates as the Business Office for all work performed under the IT/IMD DPA, and includes this Task Order, as well as all other IT/IM Task Orders. This Government/Contractor team shall make all business-related decisions affecting the Task Order. In addition, this team shall make known their IT/IM and support services capabilities for new business development opportunities.

3.2.1 Business Tools. The Contractor shall:

a. Use the current IT/IM work acceptance, billing, and tracking tools to document and manage work for all efforts performed by functional teams, IT/IM efforts, and all work performed under all other IT/IM Task Orders.

b. Provide requirements and assist in planning and implementation of desired changes and/or updates to these tools as requested by the TA/ATA.

3.2.2 Financial Services. The Contractor shall perform the following financial services for work pertaining to IT under the Task Orders for the IT/IMD DPA: financial reporting and analysis; estimate-at-completion development; responding to billing inquiries; commitment and purchase order tracking, travel tracking and reporting; responding to data and funding calls; contract accrual support; importing and exporting financial data. These services shall also be provided/customized for customer-defined criteria.

3.2.3 Business Office Reports. The Contractor shall provide e-mail notification to the TA/ATA once the following reports are posted to the appropriate server.

a. Revenue and Expense Report. Utilizing the documents referenced in paragraphs 2.3 and 2.4, the Contractor shall provide a Revenue and Expense Report that shows the revenue generated by work request tasks during the month and the expenses (costs) including service cost center fees, incurred by the overall IT/IM DPA (not including Telco charges, and including all IT/IM Task Orders during the month. The report shall also include year-to-date cumulative data. A tenth and eleventh month projection (projecting year end) will be required.

b. End-Customer Billing Report. Utilizing the documents referenced in paragraphs 2.4 and 2.6; the Contractor shall provide an end-customer billing report that coincides with the Contractor's accounting cycle. The report shall reference all work requests, and that, at a minimum, includes the following information for each work order request: (a) performing cost center; (b) cost distribution identifier; (c) performance date; (d) job order number; (e) benefiting cost center; (f) quantity; (g) dollar amount; (h) work tracking number; and (i) document number.

c. Task Order Voucher Billing Report. Utilizing the document referenced in paragraphs 2.4 and 2.6, the Contractor shall provide for each IT/IMD Task Order a voucher billing report that includes actual costs invoiced/submitted to the Government in order to validate the Contractor's actual billing against the

data reported in the Government accounting system. This report shall include the following minimum information for each billing cycle: (a) period of performance; (b) dollar amount by ACRN; and (c) year-to-date cumulative data. The report is due within two workdays of voucher submittal.

3.3 **Telecommunications Services Billing and Database Management.** The Contractor shall, utilizing documents referenced in paragraphs 2.6 through 2.13:

a. Process telecommunication invoices for China Lake and Point Mugu.

b. Produce and distribute for monthly billing a combined bill.

c. Migrate and keep current the telecommunication administrative functions of billing and directory in the Telecommunications Management System (TMS).

d. Maintain the existing databases for both historical purposes and day-to-day operations.

e. Prepare reports as requested by the TA/ATA or Government Project Manager.

3.4 **Data Handling and Management**. The Contractor shall perform data handling services tasking, as identified in the basic contract, for a variety of products.

3.5 **NAWCWD Communications Infrastructure.** The IT/IM Department is responsible for supporting various communications infrastructures at NAWCWD. These infrastructure responsibilities fall into several categories: 1) Head End systems, 2) Base Area Network (BAN) support, 3) Local Area Network (LAN) support, and telecommunications infrastructure support. All of the infrastructure work on this Task Order will be driven via a work order to the IT/IM National Help Desk West (NHD-West).

3.5.2 Improvement and Modernization (I&M). The contractor shall perform all aspects of I&M of customer and corporate wireless voice, video and data communication systems (Head End, WAN, BAN and LAN when funded and requested). The general requirements for I&M include:

a. Requirements Gathering and Analysis
b. Project Planning
c. Trade-off Studies
d. Systems Engineering
e. Design Development
f. Procurement
g. Installation
h. Documentation
i. Testing
j. Quality Assurance
k. Training (if required)
l. Transition to Operations
m. Security & customer coordination

3.5.3 Head End Operations. Head Ends are overall systems functioning as the security perimeter for the NAWCWD networks and the element that provides a variety of network services/environments. The network services provided by the component systems are Exterior and Interior Border Router Access Lists, Firewall Services, Domain Name Services, Windows Domain Authentication Services, Client Automated Virus and Patch Services and De-Militarized Zone (DMZ) Services for Servers. The Head End systems consist of the following equipment: Firewalls, Interior Border Router, Exterior Border Router, DNS Server/s, and DMZ equipment, Windows Authentication Server/s, Client Virus and Patch Servers. In support of the administration, operations, maintenance, and repair of Head Ends located at China Lake and Point Mugu, the Contractor shall perform the following:

a. Administer, operate, maintain, and repair the Head Ends located at China Lake and Point Mugu. Maintenance and repair may include the procurement of equipment and software along with some engineering support to maintain operations of the infrastructure.

b. Operate and maintain existing hardware and software, and recommend upgrades and enhancements required to maintain Head End stability. Support Government requirements to update and or replace components requiring improvement.

c. Immediately respond to all Information Assurance Vulnerability Alerts (IAVAs) as well as all security patches and directives from local Code 7.2, 7.2.6, and AIR 7.2.6. Work orders will be the primary tasking vehicle and will be generated detailing specific requests for support; however, in critical situations the work order may follow a request for action. It is important to note that the intent here is to keep the Head End systems as static as possible until decommissioning occurs. Firewall rule support as well as Access list support will be required to directly support IA posture and the decommissioning process.

d. Coordinate with IT/IM management in the development, implementation and operation of the Head Ends including administration, operations, monitoring, upgrades, and repairs.

3.5.4 Base Area Network (BAN) Operations. In support of the administration, operations, maintenance, and repair of the NAWCWD BANs (China Lake and Point Mugu) the Contractor shall:

a. Respond to requests submitted via work order to support the operations, maintenance, and repair of the BANs located at China Lake and Point Mugu. This support encompasses the routers, switches, hubs and associated infrastructure components (including fiber optic cabling and passive infrastructure equipment), in order to maintain operations of the primary backbone.

b. Secure replacement hardware, software and infrastructure components via procurements, and provide engineering services as required to effect repairs or upgrades.

c. Ensure that all BAN planned maintenance, repairs, and/or downtime occurs during the NAVAIR Maintenance window (third Friday of every month between the hours of 2000 - 0400 hours PST). Minimum Maintenance Windows occur every Wednesday between the hours of 1700- 2000 hours, and are for jobs affecting small groups, and immediate requirements can be worked immediately once the Government has been notified.

d. Provide operations and maintenance during both core and non-core hours. (Core hours are defined as 0600 to 1800 hours PST. Non-core hours are defined as 1801 hrs to 0559 hours PST).

e. Response times for core hours shall be one hour. Response times for non-core hours shall be two-hours. Response times are defined as arrival at the problem location ready to work.

3.5.5 Local Area Network (LAN) Support. In support of the administration, operations, maintenance, and repair of the NAWCWD LANs (China Lake and Point Mugu) the Contractor shall:

a. Respond to requests submitted via work order to support the operations, maintenance, and repair of customer LANs located at China Lake and Point Mugu. This support encompasses the routers, switches, hubs and associated infrastructure components (including fiber optic cabling and passive infrastructure equipment), in order to maintain operations of the local area networks.

b. Secure replacement hardware, software and infrastructure components via procurements, and provide engineering services as required to effect repairs or upgrades.

c. Provide operations and maintenance during both core and non-core hours. (Core hours are defined as 0600 to 1800 hours PST. Non-core hours are defined as 1801 hrs to 0559 hours PST).

d. Response times for core hours shall be one hour. Response times for non-core hours shall be two-hours. Response times are defined as initial contact with the requesting customer.

3.5.6 Configuration Management (CM). The contractor shall document networks/systems including those that are added, physically changed or altered. At a minimum, the contractor shall maintain current CM inventory documentation and include:

a. Site, building, floor, room and room location of the equipment (active and spares);

b. Disposition of failed equipment to include, site, building, floor, room and room location of the equipment. Records will be kept of all excessed equipment;

c. Complete and maintain information, for spares, network equipment, test equipment and network I&M assets; and

d. Develop and keep current a data base of all Corporate Fiber Optic cables denoting the usage of each strand (NMCI, RDT&E, spares, etc.).

3.6 **Information Assurance Services.** The Contractor shall perform technical and administrative information assurance (IA) support including: system scanning and hardening; patch and virus software installation and upgrades; system administrator IA functions; information assurance officer (IAO) services; and certification and accreditation support in accordance with the documents referenced in the Basic Contract Statement of Work.

3.7 **Technical Writing.** The Contractor shall perform technical writing and documentation support including:

a. Studies, analyses, and assessment documentation;

b. Planning and project management documentation;

c. Publications and articles;

d. Technical documentation including system documentation and user manuals;

e. Meeting agendas, notes, and related documents;

f. Process and procedure documentation;

g. Other documentation as requested.

3.8 **IT Compliance Support.** The Contractor shall provide support for the IT compliance processes for systems, networks, and applications; consisting of the preparation and submission of the required documentation. Additionally, these services will include assistance in defining product and service levels/metrics, tracking and reporting processes, and modifications/updates as required.

3.9 **Architecture and Engineering.** The NAVAIR IT/IM organization has established a Chief Information Officer Level Enterprise Architecture (EA) effort, as well as the IT/IM Engineering and Enterprise Architecture Division to ensure architectures are developed to guide the assessment, selection, and development of interoperable/integrated IT systems, components, and services. Additionally, these organizations are responsible for IT engineering support for the planning, development, and implementation of all IT/IM projects and activities across the IT/IM Department. Engineering services include project consultation/assistance and the selection and deployment of processes and tools to increase the level of discipline in engineering/development efforts.

3.9.1 Enterprise Architecture. In support of the NAVAIR Enterprise Architecture efforts, the Contractor shall:

a. Develop current and future state models of the business, information, application, technical, and other architecture components.

b. Develop/review documents and other deliverables in support of the NAVAIR WD and National NAVAIR EA teams to assist in the development of WD and National EA principles, strategies, and architectural processes.

c. Implement these National and local strategies, plans, and efforts to effect EA objectives.

3.9.2 Engineering/Development Standards. The Contractor shall perform the following types of engineering/development support activities, which include:

a. Development of engineering processes, tools, and systems for use in delivering IT/IM products and services.

b. Analysis, selection, and deployment of software engineering processes and standards, such as Software Engineering Institute Capability Maturity Models, ISO 9000, and others.

c. Project engineering support services.

d. Engineering consultation services to ensure projects/initiatives comply with Navy and NAVAIR standards and principles.

3.10 **Response and Operational Requirements.** The Contractor shall meet the following performance requirements:

3.10.1 Telecommunications Billing.

a. Meet the billing due dates for each one of the services.

3.10.2 NAWCWD Infrastructure

a. Ensure that all Head End planned maintenance and/or downtimes occur during the NAVAIR Maintenance window (third Friday of every month 2000 - 0400 hours PST). Minimum Maintenance Windows occur every Wednesday between 1700 - 2000 hours, and are for jobs affecting small groups, and support immediate requirements that can be worked once the Government has been notified.

b. Provide operations and maintenance during both core and non-core hours. Core hours are defined as 0600 – 1800 hours PST. Non-core hours are defined as 1801 to 0559 hours PST.

c. Response times for core hours shall be one hour. Response times for non-core hours shall be two-hours. Response times are defined as arrival at the problem location ready to work.

3.11 **Reporting and Invoicing.** The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as defined by the IT/IM Business Office.

3.12 **Government Furnished Property.** The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a DD1149 for Contractor signature acknowledging receipt. The Contractor shall provide a signed copy of the DD1149 to the GPA and for the task order file.

3.13 **Process for Projects over the $550,000 Threshold.**
This task order is limited to individual projects under $550,000 within the scope described herein. Studies, analyses, and/or any customer requests which identify projects valued at or above $550,000 shall be submitted to the Contracting Officer for review of scope and to provide the basis for a separate task order.

3.14 **Non-Disclosure.** Contractors supporting and billing to this task order shall sign a non-disclosure agreement.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A00000000153
AMOUNT: $6,500.00
CIN 130010845400001: $6,500.00

AB: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A10000000153
AMOUNT: $116,200.00
CIN 130010845400002: $16,000.00
CIN 130010845400006: $2,000.00
CIN 130010845400007: $9,000.00
CIN 130010845400008: $25,000.00
CIN 130010845400009: $25,000.00
CIN 130010845400010: $36,000.00
CIN 130010845400011: $3,200.00

AC: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A20000000153
AMOUNT: $39,000.00
CIN 130010845400003: $39,000.00

AD: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A30000000153
AMOUNT: $200.00
CIN 130010845400004: $200.00

AE: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A40000000153
AMOUNT: $40,000.00
CIN 130010845400005: $40,000.00

AF: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A50000000153
AMOUNT: $5,000.00
CIN 130010845400012: $5,000.00

AG: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A60000000153
AMOUNT: $30,000.00
CIN 130010845400013: $30,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and Point Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   X- Industrial Area
   C-CLPL
   E-Echo Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA and Point Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 440 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENT
Attachment (1) QASP
Attachment (2) DD254 (Provided Separately)

Attachment (1)

QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)/TASK ORDER EVALUATION DATA

Task Order No. 0025

CONTRACT NUMBER: **N68936-08-D-0016**	**STARS**
TASK ORDER TO BE EVALUATED BIANNUALLY	

AWARD FEE FACTORS

PERFORMANCE 40% **(weight) Performance, Schedule and Cost must add to 100%**

PERFORMANCE FOR THIS TASK ORDER MEANS:

See attached.

SCHEDULE 40% **(weight)**

CRITICAL FACTORS IN THE SCHEDULE ARE:

See attached.

COST 20% **(weight)**

COST FACTORS:
See attached.

EVALUATOR (b)6	DATE 6-4-08

1) Desk procedures and documentation meet the requirements (PWS Sections 3.1.9, 3.1.15, 3.2, 3.3, 3.5, 3.7, 3.8 and 3.9)

Complete:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

2) Operations and maintenance meet the requirements (PWS Sections 3.3, 3.5, 3.9, 3.10)

Downtime:	Satisfaction Level	Effort Level	Award Fee
1%	130%	Outstanding	96-100%
1.5%	120-129%	Excellent	91-95%
2%	110-119%	Very Good	86-90%
2.5%	100-109%	Good Effort	80-85%
3%	90-99%	Average Effort	70-79%
3.5%	80-89%	Below Average	60-69%
4%	70-79%	Marginal Effort	50-59%
4.5% or above 96%	0-69%	Unsatisfactory Effort	0%

3) Accurate and timely routing and escalation (PWS Sections 3.1.9, 3.3, 3.4, 3.5, 3.7, 3.8 and 3.9)

Accuracy and timeliness:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

4) Use of tools (PWS Sections 3.1.2, 3.1.4, 3.1.9, 3.1.15, 3.2, 3.3, 3.5, 3.6, 3.7, 3.8 and 3.9)

Level/Quality:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

5) **Customer Satisfaction (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)**

Satisfaction Level:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
98%	120-129%	Excellent	91-95%
96%	110-119%	Very Good	86-90%
95%	100-109%	Good Effort	80-85%
93%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
At or below 80%	0-69%	Unsatisfactory Effort	0%

6) **Installation and Configuration Management procedures and documentation meet the requirements (PWS Sections 3.5, 3.5.2, 3.5.3., 3.5.4, 3.5.5 and 3.5.6**

Complete:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

7) **Project Management AND Enterprise Architecture and work planning execution meet the requirements (PWS Sections 3.1.12 ,3.1.13 and 3.9)**

Tasking Complete:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

Performance Objective For Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
Work Acceptance Process metrics are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

1) Solutions meet or beat schedule (PWS Sections 3.3, 3.4, 3.5, 3.6, 3.7, 3.8 3.9 and 3.10)

% of Efforts Met:	Satisfaction Level	Effort Level	Award Fee
Ahead of Schedule 15%	130%	Outstanding	96-100%
Ahead of Schedule 10%	120-129%	Excellent	91-95%
Ahead of Schedule 5%	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

2) Work Acceptance Process (PWS Section 3.1.9, 3.1.15, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9 and 3.10)

% of time Metrics Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed 15%	130%	Outstanding	96-100%
Surpassed 10%	120-129%	Excellent	91-95%
Surpassed 5%	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

Performance Objectives for Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure effective cost control. Un-billable time kept to a minimum.	See attachment.	• Review/validate contractor reports
Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports
Ensure that tasks are matched to appropriate skill levels.	See attachment.	• Review/validate contractor reports

1) Control of Un-billable time (PWS Section 3.1.3): This metric applies to only billable functions and excludes functions that are inherently non-revenue generating.

Un-billable time at:	Satisfaction Level	Effort Level	Award Fee
5%	130%	Outstanding	96-100%
10%	120-129%	Excellent	91-95%
15%	110-119%	Very Good	86-90%
20%	100-109%	Good Effort	80-85%
25%	90-99%	Average Effort	70-79%
30%	80-89%	Below Average	60-69%
35%	70-79%	Marginal Effort	50-59%
At or above 40%	0-69%	Unsatisfactory Effort	0%

2) Collection and reporting of cost data (PWS Section 3.1.1, 3.1.2, 3.1.3, 3.2)

Error Rate:	Satisfaction Level	Effort Level	Award Fee
1%	130%	Outstanding	96-100%
2%	120-129%	Excellent	91-95%
3%	110-119%	Very Good	86-90%
4%	100-109%	Good Effort	80-85%
5%	90-99%	Average Effort	70-79%
6%	80-89%	Below Average	60-69%
7%	70-79%	Marginal Effort	50-59%
Greater than 7%	0-69%	Unsatisfactory Effort	0%

3) Tasking assigned to appropriate skill levels (PWS Section 3.1.8)

Tasking Appropriate:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or less than 96%	0-69%	Unsatisfactory Effort	0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0026	2008 Aug 01	1300108481	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $6,271,014.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED *(YYYYMMMDD)*	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		6,144	Hours	$489,894.00

IT/IM Software Development support

In Accordance with section C Performance Work Statement
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$489,894.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		

For Navy accounting purposes only

TO Mgmt

PURCHASE REQUEST NUMBER: 1300108481

ACRN AA $5,300.00
CIN: 130010848100001

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102		

For Navy accounting purposes only

APP Developer 1

PURCHASE REQUEST NUMBER: 1300108481

ACRN AB $50,000.00
CIN: 130010848100002

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000103					
	For Navy accounting purposes only				
	APP Portal Imp/APP Migration				
	PURCHASE REQUEST NUMBER: 1300108481				
	ACRN AC CIN: 130010848100003				$200,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000104		
	For Navy accounting purposes only	
	APP Financial Development	
	PURCHASE REQUEST NUMBER: 1300108481	
	ACRN AD CIN: 130010848100004	$260,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000105		
	For Navy accounting purposes only	
	Collaboration Support	
	PURCHASE REQUEST NUMBER: 1300108481	
	ACRN AE CIN: 130010848100005	$14,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		34,450	Hours	$2,849,866.00

IT/IM Software Development support

In Accordance with section C Performance Work Statement
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$2,849,866.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		34,450	Hours	$2,931,254.00

IT/IM Software Development support

In Accordance with section C Performance Work Statement
This task order is severable

CPAF

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$2,931,254.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
IT/IM SOFTWARE DEVELOPMENT SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order 0026
1 August 2008

Applicable Basic Contract SOW paragraphs: 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.11, and 3.12

1 **Scope.** The scope of this effort is to acquire software support services to support the delivery of Information Technology/Information Management (IT/IM) products and services at the Naval Air Warfare Center Weapons Division (NAWCWD). The effort requires this support be provided for specific NAWCWD product lines as well as Naval Air Systems Command (NAVAIR-wide) services. These support services include software development and related efforts as defined in Section 3.

1.1 Task Order Relationships. For FY08, the IT/IM Department has established five Task Orders to better support the primary product areas while keeping Task Order and business operations manageable. These five Task Orders shall support each other seamlessly in order to provide IT/IM customers with an integrated set of products and services to meet their needs.

a. This Task Order supports the areas of software development, application integration, and related services for both corporate financial systems and customer specific systems.

b. Task Order 0020 provides the IT/IM product and service delivery mechanisms that interface directly with the customer to intake work, support the management of delivery processes, and/or provide direct customer technical support.

c. Task Order 0025 provides IT Compliance support, IT/IM business and financial support, data handling and management, telephone billing, technical writing, enterprise architecture/engineering, and legacy infrastructure support as requested.

d. Task Order 0028 provides IT/IM Information Assurance support.

e. Task Order 0029 provides complex technical services for server operations and application hosting.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the applicable documents.

2.1 Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Revision 1, October 1999
2.2 Department of Defense Office of General Counsel, Ethics Issues in Government-Contractor Teambuilding
2.3 NAVAIR National Work Acceptance Process, March, 2004
2.4 IT/IM Product and Service Point of Contact Listing
2.5 Fee for Service Model
2.6 System Administrator Responsibilities document (enclosure (1) System Administrator Appointment Request Letter))
2.7 Project Management Processes
2.8 Configuration Management Plan
2.9 Software Development Processes

3 Performance Requirements.

3.1 General. Travel, training and overtime may be required in support of this task order. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1 Work Requests. The Contractor shall initiate all work requests, including internal and external requests, under this task order through the National Help Desk (NHD)-West work acceptance process. The Contractor shall use the IT/IM product and service management tools to document, track and report customer support efforts for all functional areas covered by this task order.

3.1.2 Funding and Charging. The Contractor shall implement the fee-for-service model defined in the document referenced in paragraph 2.5. This Task Order performs services that are funded/paid for in three different ways:

a. Corporate products and services that are paid for by funding allocated to the IT/IM Department (Corporate Funded).

b. Corporate products and services that are paid for by customers through an indirect direct product account (IDPA) mechanism (Fee-For-Service).

c. Customer requested services paid for by the customer directly (Fee-For-Service).

This PWS outlines in each requirement area the type of service that is provided. Additionally, in operating the Task Order, the Contractor shall identify tasks that are billable or Un-billable.

d. Billable: Work is directly billable to an IT/IMD project, fee-for-service IDPA, or customer.

e. Un-billable: Work is not directly chargeable and is paid for by the Task Order IDPA through the use of a fee that is added to the cost of the products and services that are funded. Un-billable is defined as:

(1) Time that supports the administration and execution of the Task Order work but does not directly provide a product or service to the corporation or customers, and is part of doing business.

(2) Time spent developing or improving processes, generating documentation, attending meetings, and obtaining training and/or travel, which is not specifically attributable to an individual competency or customer requirement, and is requested via work order.

(3) Time considered downtime as the result of no funded work to charge.

The Contractor shall keep Un-billable downtime to a minimum as defined in the Task Order evaluation criteria.

3.1.3 Business Reports. The Contractor shall provide business/financial reporting specific to this task order as requested by the Technical Assistant (TA)/Alternate Technical Assistant (ATA) including the Revenue and Expense Report delivered monthly, and the following reports provided on a weekly basis: All Estimate Report by Work Order; All Estimate Report by Work Order Lead; At Risk Billable Work Orders; At Risk Un-billable Work Orders; Division Total Hours; Division Revenue vs. Non-Revenue; Division Detail Non-Labor.

3.1.4 Leadership. The Contractor's management and business processes shall support successful execution of all tasks associated with this task order. Success will be measured by adherence to the cost, schedule, and performance elements.

3.1.5 Teaming Efforts. The Contractor shall team with Government personnel by using the Integrated Product Team (IPT) concept to address efforts and projects related to this task order. The Contractor's participation as a team member shall be governed by the guidance provided in the document referenced in paragraph 2.1.

Additionally, the Contractor shall adhere to the guidance cited in the document referenced in paragraph 2.2, ensuring that they understand and follow statutory and regulatory restrictions and standards of conduct issues faced when close working relationships, such as IPTs, are required. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.6 Team Meetings. All members of the Task Order team(s) shall attend meetings as required. The Contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The Contractor shall take and distribute notes, and track action items that result from these meetings. The Contractor shall post in e-room (or use other media as agreed to by the team) the meeting notes the same or next workday and e-mail the TA, and all attendees when compeleted.

3.1.7 Expertise and Knowledge. The Contractor shall:

a. Provide personnel with the skills needed to meet the requirements defined in the documents referenced in paragraphs 2.7, 2.8, 2.9 and all other requirements of this task order.

b. Assign team members based on complementary expertise and skills, not on availability, to ensure the right people are assigned to the team.

c. Assign personnel to this task order that are knowledgeable in the IT/IM's current mission and business, future strategies and plans, as well as those of our customers.

d. Remain current in their functional areas of expertise and evolving technologies.

e. Provide training to or for Government personnel at the Contractor's facility or other agreed upon location.

3.1.8 Products and Services Delivery. Current processes and procedures are incorporated in the documents referenced in paragraphs 2.3, 2.7, 2.8, and 2.9 procedural documents/desk guides. The Contractor shall follow these processes while continually striving to optimize performance. As more efficient processes and procedures are identified and developed, the Contractor shall customize/update and develop new Section 2 procedural documents and desk guides to ensure optimal, coordinated services for all functional areas. The Contractor shall submit updates to the TA for review and approval within one week.

3.1.9 Work Hours/Location. For purposes of this task order, core work hours are defined as 0600 to 1800 hours, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. Contractor employee work schedules shall fall within these hours unless otherwise agreed to by the TA/ATA. These may include alternate work schedules for individual functional area needs for corporate tasks; individual customer work requests, or customer embedded resources. Work locations shall be confined to the Government provided spaces except under special circumstances as agreed to by the TA/ATA.

3.1.10 Task Order Documentation. All required documentation shall be posted on the Government's server. The Contractor shall notify by email the TA and Government Team Lead when documents are posted.

3.1.11 Work Planning. Upon receipt of work requests and in accordance with paragraph 2.3, the Contractor shall:

a. Follow and/or support the NAVAIR National Work Acceptance Process (WAP) to define, document, and communicate the various aspects of the effort.

b. Support the development and use of Basic Level of Service (BLS) planning processes and documents. Versions must be approved by the TA or ATA.

3.1.12 Data Handling and Management. The Contractor shall perform data handling services tasking, as identified in the basic contract, for a variety of products.

3.1.13 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on-Center, when available, while performing task order related support. The contractor shall:

a. Have a valid California driver's license.

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

c. Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.2 Software Development for Customers. The Contractor shall follow the guidance in the referenced document in paragraph 2.9, and shall:

a. Perform software development functions/efforts that support customers in obtaining products and services from the IT/IM organization, and this Task Order.

b. Follow standard software development practices and existing IT/IM processes and procedures. Refine and update processes and associated guidance/documentation and implement after approval is obtained from the TA/ATA.

c. Ensure all applicable Information Assurance requirements are identified and implemented as software and systems are developed/implemented.

3.2.1 Software Development for Customers' Project/Types. Software development projects vary in size, complexity, and in the technologies/products used as described below:

a. The contractor shall support low to mid level/complexity efforts including the planning and development of simple applications and databases using tools/products such as Microsoft Access, HTML, SQL, ASP, FileMaker Pro, Cold Fusion, XML, ASP.Net, JAVA, Crystal Reports and VB. The scope and complexity of these projects are relatively modest and require minimal to moderately extensive planning and execution efforts. Filemaker conversions, eRoom sites, small web sites, and enhancements to existing applications of a non-complex nature fall into this category.

b. The contractor shall support high level/complexity efforts including the planning and development of complex applications and databases using tools/products such as Oracle, J2EE, JAVA, and Informatica. The scope and complexity of these projects are complex and require extensive planning and execution efforts.

3.2.2 Software Development Life Cycle Support for Customers. The Contractor shall apply Life Cycle principles to all software developed.

a. Software Testing for Customers. The Contractor shall follow Industry best practices and existing IT/IM procedures in the testing of software developed under this Task Order. The goal of testing is to identify the correctness, completeness, and quality of developed software. Common quality attributes include functionality, usability, reliability, stability, portability, and maintainability.

b. Configuration Management for Customers. The Contractor shall follow Industry best practices for configuration management (CM) under this Task Order. CM shall be performed for each project, and the level of effort/application of CM shall be based on the size and complexity of the effort. The CM software tool, format, and media shall be agreed to by the integrated product team (IPT) or by individual customers. CM shall be preceded by project management (planning and business decisions

by the team) and followed with continual quality assurance, i.e., validation and verification. CM practices shall be followed for such activities as: (1) requirements management; (2) change management; (3) data handling/data management; (4) document control; (5) architecture and standards, documents and data; (6) business; and (7) other Corporate and customer-defined activity. Contractor processes must accommodate change, maintain documentation in near real-time, a history record, and provide for verification and validation of data. These processes shall encompass all facets of the teams' activities such as, for example: change control, access control, data storage, and documentation approval process. All data shall reside on a Government network server accessible by all members of the IPT and shall remain the property of the Government.

3.2.3 Project Management for Customers. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Project management shall be applied to all projects that result from the complex level of service designation identified in the referenced document in paragraph 2.7, and any others at risk of failure if they are not rigorously managed.

3.3 Software Development for Business/Financial. The Contractor shall follow the guidance in the referenced document in paragraph 2.9, and shall:

a. Perform software development functions/efforts that support customers in obtaining products and services from the IT/IM organization, and this Task Order.

b. Follow standard software development practices and existing IT/IM processes and procedures. Refine processes and associated guidance/documentation and implement after approval is obtained from the TA/ATA.

c. Ensure all applicable Information Assurance requirements are identified and implemented as software and systems are developed/implemented.

3.3.1 Software Development for Business/Financial Project Types. Software development projects vary in size, complexity, and in the technologies/products used. The Contractor shall support the following project/effort types:

a. Low to mid level/complexity efforts including the planning and development of simple applications and databases using tools/products such as Microsoft Access, HTML, SQL, ASP, FileMaker Pro, Cold Fusion, XML, ASP.Net, JAVA, Crystal Reports and VB. The scope and complexity of these projects are relatively modest and require minimal to moderately extensive planning and execution efforts. Filemaker conversions, eRoom sites, small web sites, and enhancements to existing applications of a non-complex nature fall into this category.

b. High level/complexity efforts include the planning and development of complex applications and databases using tools/products such as Oracle, J2EE, JAVA, Business Objects and Informatica. The scope and complexity of these projects is complex and require extensive planning and execution efforts.

3.3.2 Software Development Life Cycle Support for Customers. The Contractor shall apply Life Cycle principles to all software developed.

a. Software Testing for Business/Financial. The Contractor shall follow Industry best practices and existing IT/IM procedures in the testing of software developed under this Task Order. The goal of testing is to identify the correctness, completeness, and quality of developed software. Common quality attributes include functionality, usability, reliability, stability, portability, and maintainability.

b. Configuration Management for Business/Financial. The Contractor shall follow Industry best practices for configuration management (CM) under this Task Order. CM shall be performed for each project, and the level of effort/application of CM shall be based on the size and complexity of the effort. The CM software tool, format, and media shall be agreed to by the integrated product team (IPT) or by

individual customers. CM shall be preceded by project management (planning and business decisions by the team) and followed with continual quality assurance, i.e., validation and verification. CM practices shall be followed for such activities as: (1) requirements management; (2) change management; (3) data handling/data management; (4) document control; (5) architecture and standards, documents and data; (6) business; and (7) other Corporate and customer-defined activity. Contractor processes shall accommodate change, maintain documentation in near real-time, a history record, and provide for verification and validation of data. These processes shall encompass all facets of the teams' activities such as, for example: change control, access control, data storage, and documentation approval process. The Contractor shall ensure that all data reside on a Government network server accessible by all members of the IPT. All data shall remain the property of the Government.

3.3.3 Project Management for Business/Financial. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Project management shall be applied to all projects that result from the complex level of service designation identified in the referenced document in paragraph 2.7, and any others at risk of failure if they are not rigorously managed.

3.4 Project and Business Support. The Contractor shall perform project management support, business analysis and reporting support, and other functions required to assist in the planning and execution of software development projects.

3.5 Collaboration Support. The Contractor shall support the analysis, solution selection/proposal support, development, implementation, administration, and operations of NAVAIR and NAWCWD collaboration tools and environments.

3.6 Application and System Support. The Contractor shall perform efforts in support the Navy Functional Area Manager (FAM) process by analyzing customer requirements, supporting the collection and delivery of data for the Department of Navy Application and Database Management System (DADMS), and other tasks required to ensure NAWCWD systems are registered and maintained in the Navy and Department of Defense authoritative data sources (ADS) systems. Additionally, the Contractor shall support the registration and management of systems in the Department of Defense Information Technology Portfolio Repository (DITPR).

3.7 Studies, Analyses, and Planning. Upon request from the TA, the Contractor shall perform studies, analysis, and planning. These include the following analysis and planning components.

a. Requirements gathering, analysis, synthesis, evaluation, and management.

b. Development and assessment of solutions and alternatives.

c. Schedule development and analysis.

d. Metrics and performance.

e. Operations and maintenance planning.

f. Capability and standards evaluation and assessments.

g. Training and instructional material studies and planning.

h. Quality assurance and evaluation.

3.8 Performance Requirements for Software Development. The Contractor shall meet all coverage, response, service, routing/escalation, tools and processes, data entry, and reporting requirements, as set forth in this Task Order and as defined in the documents referenced in paragraphs 2.7, 2.8, and 2.9 for which it is responsible or over which it has direct influence. Additionally, the Contractor shall meet the following specific performance requirements:

a. Project Management – The Contractor shall provide cost, schedule, and hour estimates and meet the projected estimates for all projects. Report progress and provide regular status to task points-of-contact. Provide mitigation strategies when problems arise. Coordinate tasking with other task functional areas as required.

b. Software Development - The Contractor shall provide cost, schedule, and hour estimates and meet the projected estimates for all software development projects. Report progress and provide regular status to task points-of-contact. Provide mitigation strategies when problems arise. Coordinate tasking with other task/functional areas as required.

c. Test - The Contractor shall provide cost, schedule, and hour estimates and meet the projected estimates for all test requirements. Report progress and provide regular status to task points-of-contact. Provide mitigation strategies when problems arise. Coordinate tasking with other task/functional areas as required.

d. Configuration Management - The Contractor shall provide cost, schedule, and hour estimates and meet the projected estimates for all configuration management requirements. Report progress and provide regular status to task points-of-contact. Provide mitigation strategies when problems arise. Coordinate tasking with other task/functional areas as required.

3.9 Reporting and Invoicing. The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as defined by the IT/IM Business Office.

3.10 Government Furnished Property. The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a DD1149 for Contractor signature acknowledging receipt. The Contractor shall provide a signed copy of the DD1149 to the GPA and for the task order file.

3.11 Process for Projects over the $550,000 Threshold. This task order is limited to individual projects under $550,000 within the scope described herein. Studies, analyses, and/or any customer requests which identify projects valued at or above $550,000 shall be submitted to the Contracting Officer for review of scope and to provide the basis for a separate task order.

3.12 Non-Disclosure. Contractors charging to and supporting this T.O. shall sign a non-disclosure agreement. A copy shall be provided for the T.O. contract file.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A00000000418
AMOUNT: $5,300.00
CIN 130010848100001: $5,300.00

AB: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A10000000418
AMOUNT: $50,000.00
CIN 130010848100002: $50,000.00

AC: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A20000000418
AMOUNT: $200,000.00
CIN 130010848100003: $200,000.00

AD: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A30000000418
AMOUNT: $260,000.00
CIN 130010848100004: $260,000.00

AE: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A40000000418
AMOUNT: $14,000.00
CIN 130010848100005: $14,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22 Limitation of Funds (APR 1984)

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and Point Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   X-Industrial Area
   C-CLPL
   E-Echo Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA and Point Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 1,010 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

Attachment (1) QASP
Attachment (2) DD254 (Provided Separately)

ATTACHMENT (1)

QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)/TASK ORDER EVALUATION DATA	
Task Order No. 0026	
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
PERFORMANCE 20% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached.	
SCHEDULE 40% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached.	
COST 40% **(weight)**	
COST FACTORS: See attached.	
EVALUATOR (b)6	DATE 6-10-08

#	Performance Objective For Performance	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
1.1	Develop and maintain quality documentation. Develop and deliver accurate and timely reports.	See attachment.	• Review and validate contractor documentation and reports
1.2	Help Desk and IT/IM work management tools are used and documentation is detailed, timely and accurate.	See attachment.	• Conduct independent surveys of tool use • Review and validate contractor reports/records
1.3	Projects and efforts meet performance requirements identified in proposals and detailed plans. Requirements are documented in a quality manner, understandable and at a testable level.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

1.1) Develop and maintain quality documentation. Develop and deliver accurate and timely reports. (PWS Sections 3.1.3, 3.1.8, 3.1.12, 3.1.13, 3.2, 3.3, 3.4, 3.6 and 3.7)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
98% - 99%	90-99%	Average Effort	70-79%
96% - 97%	80-89%	Below Average	60-69%
94% - 95%	70-79%	Marginal Effort	50-59%
Less than 95%	0-69%	Unsatisfactory Effort	0%

1.2) Help Desk and IT/IM work management tools are used and documentation is detailed, timely and accurate. (PWS Sections 3.1.1, 3.1.2, 3.1.8, 3.2, 3.3, 3.4, 3.6 and 3.7)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
98% - 99%	90-99%	Average Effort	70-79%
96% - 97%	80-89%	Below Average	60-69%
94% - 95%	70-79%	Marginal Effort	50-59%
Less than 95%	0-69%	Unsatisfactory Effort	0%

1.3) Projects and efforts meet performance requirements identified in proposals and detailed plans. Requirements are documented in a quality manner, understandable and at a testable level. (PWS Sections 3.2, 3.3, and 3.4)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met 98% - 99%	90-99%	Average Effort	70-79%
Met 96% - 97%	80-89%	Below Average	60-69%
Met 94% - 95%	70-79%	Marginal Effort	50-59%
Met less than 95%	0-69%	Unsatisfactory Effort	0%

#	Performance Objective For Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
2.1	Provide solutions that result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
2.2	Work Acceptance Process metrics are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

2.1) Provide solutions that result in the service or product being performed/completed on or ahead of schedule.
(PWS Sections 3.2, 3.3, 3.6 and 3.7)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

2.2) Work Acceptance Process metrics (PWS Section 3.1.8, 3.1.13, 3.6 and 3.7)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

	Performance Objectives for Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
3.1	Projects meet budget identified in proposal and planning documentation	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
3.2	Ensure control over unbillable time.	See attachment	• Review/validate contractor reports
3.3	Ensure control over contract costs are kept to within project costs.	See attachment.	• Review/validate contractor reports
3.4	Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports
3.5	Ensure that tasks are matched to appropriate skill levels/labor categories.	See attachment.	• Review/validate contractor reports

3.1) Projects meet budget identified in proposal and planning documentation. (PWS Section 3.1.3, 3.2, 3.3, 3.6 and 3.7)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

3.2) Control of unbillable time over allotment prescribed by funding type (Section 3.1.2)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

3.3) Control of contract costs to within project costs (Section 3.1.2)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

3.4) Collection and reporting of cost data (PWS Section 3.1.1, 3.1.2, 3.1.3)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%

Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

Cont'd

3.5) Tasking assigned to appropriate skill levels (PWS Section 3.1.7)

Met:	**Satisfaction Level**	**Effort Level**	**Award Fee**
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0027	2008 Jul 29	1300110144	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: D. WINFIELD
(760) 939-9661
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government ageney or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.winfield@navy.mil
BY: DEBORAH M WINFIELD
Deborah M. Winfield
CONTRACTING / ORDERING OFFICER

25. TOTAL $634,644.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		395	Hours		$34,660.00

Sparrow / ESSM Hardware Support

CPAF - The Contractor shall provide Scientific, Technical, Administrative, and Research, Development, Test & Evaluation Services (STARS) in accordance with the Performance Work Statement (PWS) contained in Section C herein.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$34,660.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101					

For Navy Accounting purposes only

FMS : (b)4

PURCHASE REQUEST NUMBER: 1300110144

ACRN AA $34,660.00

CIN: 130011014400001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		3,187	Hours		$294,873.00

Sparrow / ESSM Hardware Support

CPAF - The Contractor shall provide Scientific, Technical, Administrative, and Research, Development, Test & Evaluation Services (STARS) in accordance with the Performance Work Statement (PWS) contained in Section C herein.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$294,873.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		3,187	Hours		$305,111.00

Sparrow / ESSM Hardware Support

CPAF - The Contractor shall provide Scientific, Technical, Administrative, and Research, Development, Test & Evaluation Services (STARS) in accordance with the Performance Work Statement (PWS) contained in Section C herein.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$305,111.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT
FOR
Sparrow/ESSM Hardware-in-the-Loop Support
N68936-08-D-0016
1 August 2008

Applicable Contract SOW Paragraph Numbers: 3.1.1, 3.1.2, 3.1.3, 3.3.1, 3.3.6, 3.6.1, 3.9.1, and 3.9.2.

1.0 **Scope**. The primary scope of this effort is to provide engineering and technical services to help define, develop, and install missile interfaces and develop interim and final documentation for use in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information. These will be used to aid in the analysis, simulation, and validation support of the Sparrow AIM/RIM-7 and Evolved Sea-Sparrow Missile (ESSM) and possible other weapons programs. The primary support effort will be the Sparrow/ESSM Hardware-in-the-Loop (HIL) facility.

1.1 **Background**. The HIL performs flight simulation for the ESSM and Sparrow missiles from pre-launch initialization through target intercept using as much of the tactical missile hardware and software as possible. During simulation, tactical software executes on the missile processor using realistic pre-launch and flight timelines. By utilizing tactical hardware and software in a validated laboratory environment, the HIL strives to obtain the highest fidelity simulations possible short of flight test. The HIL data is generally a highly reliable predictor of flight test success.

This particular mission includes the support necessary for generation of both interim and final plans for testing and laboratory transitions, test procedures, technical reporting, and engineering drawings specific to Sparrow/ESSM. Also included are design, development and integration of RF, digital and analog circuitry, technical laboratory support functions such as laboratory tests, telemetry processing, digital simulation modeling, data analysis, process validation, and test data analysis. These functions are all in support of the Sparrow/ESSM mission and for the development and testing of these airborne weapons systems.

2.0 **Applicable Documents.** The most recent versions of the following documents shall be used as guidelines:

a. SECNAVINST 5510.30A, 10 March 1999, Department of the Navy Information / Personnel Security Program Regulation
b. OPNAVINST 5513.3C: Evolved SEASPARROW Missile (ESSM) Security Classification Guide
c. OPNAVINST C5513.02B AIM/RIM-7 Classification Guide
d. DDL Delegation of Disclosure Authority Letter (DDL) for ESSM
e. DoD 5400.7-R, DOD Freedom of Information Act Program, September 1998.

The Government will provide access to weapon and aircraft/ship system related documentation, data definitions and formats needed to perform data processing for the weapons system(s); and to existing Sparrow, ESSM, and other missile system and launch platform documentation available to the HIL program. The Government will provide access to available technical documentation applicable to the Range Mission Tool System.

3.0 **Performance Requirements**.

3.1 General. The Government may require travel and training in support of the tasks described below. Any evaluation tools developed under this contract, or existing tools modified/updated in support of this task, shall become Government property. The contractor shall use the document referenced in 2a as a guideline in regards to all contractor personnel access to classified information. While the contractor is required to follow established processes referenced in Section 2 throughout this requirement, the contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.2 Technical Writing. The contractor shall provide laboratory presentation support (view graphs, video tape, instruction, and other materials) for simulation reports and facility documentation. The contractor shall perform technical writing tasks such as studies, analyses, and assessments documentation; planning and project management documentation; publications and articles; technical documentation including system documentation and user manuals, accreditation documentation, meeting agendas, notes, and related documents; and process and procedure documentation. Any technical reports written in support of this task shall be provided to the Technical Assistant (TA).

3.3 Missile Interface. The contractor shall develop required interfaces to the Evolved Sea-Sparrow Missile (ESSM) to integrate the missile into the stand-alone Hardware-in-the-Loop (HIL) laboratory. The Government HIL manager will provide design and interface requirements between laboratory subsystems to the contractor. The contractor shall recommend interfaces to best meet those requirements. The contractor shall obtain approval of the final design requirements from the Government HIL manager prior to their implementation. .

3.4 Fault Isolation Programs. The contractor shall run laboratory diagnostic fault isolation test programs in the laboratory open loop software environment in conjunction with Applied Dynamics International SIMpanel and/or National Instruments LabVIEW graphical user interface software.

3.5 Facility Engineering, Development, Maintenance and Operations. The contractor shall review and update (in a PC compatible application) current engineering drawings for all laboratory hardware interfaces (1 or 2 times) during the period of performance to reflect current configurations. The contractor shall present to and obtain approval from the HIL manager for proposed changes prior to implementation. The contractor shall make the configuration documents and floor plans readily available to the HIL manager upon request.

3.6 Advanced Modeling. The contractor shall provide Sparrow and ESSM systems engineering expertise to assist in the development of advanced radio frequency and environmental models for the HIL. Additionally, systems engineering expertise shall assist in the analysis and characterization of missile and laboratory performance issues related to modeling.

3.7 Verification, Validation and Accreditation (VV&A). The contractor shall provide documentation support to assist in the VV&A efforts for the HIL simulations, including but not limited to verification and validation plans and reports. The contractor shall obtain approval from the HIL manager on draft VV&A documentation outlines prior to work commencing.

3.8 Data Analysis and Data Products Generation. The contractor shall process flight test data by executing a variety of existing data reduction/analysis software during normal working hours. Analysis of missile live-fire and simulation data will be required to determine flight performance and fault isolation. Specific software utilized depends on the type of data to be processed. Current missile data types are ESSM and Sparrow telemetry. Other data types may arise in the future. Any technical reports written in support of this task will be delivered to the government.

3.9 International support. Contractor access to North Atlantic Treaty Organization (NATO) information/ documentation is required in support of this task order. The multinational aspects of the ESSM Program necessitates that the ESSM HIL team ensures US national disclosure requirements are met. The contractor shall be knowledgeable in U.S. technology transfer issues and policies and stay current on U.S. requirements regarding the transfer of information, specifically related to contractor-generated documentation in paragraphs 3.2, 3.7 and 3.8. This includes transfer of information in both hard copy and electronic formats. The contractor shall refer to the documents referenced in 2b through 2e as a guideline for release of information to foreign nationals.

In support of the Theatre and Ballistic Missile Defense program, the contractor may come in contact with foreign nationals. Specific types of data will be designated as "No Foreign/ USA Only". The contractor will be briefed in advance as to what data is releasable to foreign governments. This data will change from mission to mission.

3.10 Reporting and Invoicing. The contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated, reported and invoiced at the subtask level (e.g. ACRNs/description will be provided in Section G of the T.O.).

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000013903
AMOUNT: $34,660.00
CIN 130011014400001: $34,660.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

FUNDING
In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Top Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas: N/A

3. Location of Performance: NAVAIR WD China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime: N/A

Exhibit/Attachment Table of Contents

DOCUMENT TYPE	DESCRIPTION	PAGES	DATE
Attachment 1	Quality Assurance Surveillance Plan (QASP)	8	07-JUL-08
Attachment 2	Contract Security Classification Specification (DD 254)	3	19-FEB-08
Attachment 3	FOUO & DoD 5200001-R Appendix as provided by email		

Section J - List of Documents, Exhibits and Other Attachments

Quality Assurance Surveillance Plan (QASP)/TASK ORDER EVALUATION DATA	
	Task Order No. 0027
CONTRACT NUMBER: N68936-08-D-0016	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	

Performance, Schedule and Cost must add to 100%

PERFORMANCE 50% **(weight)**

PERFORMANCE FOR THIS TASK ORDER MEANS:

- Contractor shall comply with all performance requirements defined in the PWS.
- Contractor technical conflicts/problems/issues are proactively communicated to the Government (no surprises).
- No "special" Government guidance or intervention is required to complete tasking.
- Tasks not performed during the evaluation period will not be scored.

See attached for further details.

SCHEDULE 25% **(weight)**

CRITICAL FACTORS IN THE SCHEDULE ARE:

- Products and/or services delivered on or before agreed-to schedules.
- Contractor schedule conflicts/problems/issues are proactively communicated to the Government (no surprises).
- No "special" Government guidance or intervention is required.

See attached for further details.

COST 25% **(weight)**

COST FACTORS:

- Costs (dollars and labor hours) are within 10% of estimated at time of evaluation (adjusted for deviations caused by the Government or factors beyond the Contractor's control).
- No "special" Government guidance or intervention is required.
- Recommendations for improvements result in cost savings to the Government.

See attached for further details.

EVALUATOR	DATE
(b)6	7-7-08

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
1) Technical Writing. Develop and deliver accurate and timely reports, presentation input, instructions, and documentation.	See attachment.	• Review and validate contractor documentation and reports
2) Missile interfaces within the ESSM HIL.	See attachment.	• Interface(s) function as expected • Use of GOTS and/or COTS when practical.
3) Fault Isolation Programs.	See attachment.	• Verify the use of SIMPANEL and/or LABVIEW to properly detect and isolate laboratory faults. • Compare with un-isolated faults.
4) Facility Engineering, development, maintenance and operation.	See attachment.	• Verify drawings are current and accurate. • Contact HIL manager to verify contractor response to any hardware moves or changes. • Confirm status of any maintenance or repair items made to contractor.
5) Advanced RF and environment modeling.	See attachment.	• Consult government HIL expert on contractor inputs to modeling related issues.
6) Verification, validation, and accreditation of HIL simulations.	See attachment.	• Review contractor documentation. • Review and validate contractor reports/records/metrics. • Review VV&A approval status when appropriate.
7) Data processing and analysis.	See attachment.	• Verify accuracy of test results by consulting with HIL government personnel. • Verify completion of required flight performance analysis.

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
8) International support.	See attachment.	• Confirm and international correspondence during the report period. • Verify compliance with NATO technology transfer restrictions.

1) Technical procedures and documentation meet the requirements (PWS Sections 3.2, 3.3, 3.5, 3.7, 3.8, 3.9)
Documents complete at 100% level, =130% satisfaction level, outstanding effort = Award Fee of 96-100%
Documents complete at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Documents complete at 98%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Documents complete at 97%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Documents complete at 95%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Documents complete at 90% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Documents complete at 85%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Documents complete at or below 80% unsatisfactory effort = Award Fee of 0

2) Hardware/Software Interface (PWS Sections 3.2, 3.3)
Level/quality of use at 100%, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Level/quality of use at 98%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Level/quality of use at 96%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Level/quality of use at 94%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Level/quality of use at 92%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Level/quality of use at 90% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Level/quality of use at 85%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Level/quality of use at or below 85% unsatisfactory effort = Award Fee of 0

3) Fault isolation programs (PWS Section 3.4, 3.5)
Accuracy at 100% level, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Accuracy at 99%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Accuracy at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Accuracy at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Accuracy at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Accuracy at 97% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Accuracy at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Accuracy at or below 96% unsatisfactory effort = Award Fee of 0

4) Facility Engineering, development, maintenance and operation. (PWS Sections 3.2, 3.4, 3.5)
Level/quality of use at 100%, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Level/quality of use at 99%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Level/quality of use at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Level/quality of use at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Level/quality of use at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Level/quality of use at 97% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Level/quality of use at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Level/quality of use at or below 96% unsatisfactory effort = Award Fee of 0

5) RF/Environmental modeling (PWS Sections 3.2, 3.6, 3.7)
Satisfaction level at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction level at 98% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction level at 96% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction level at 95% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction level at 93% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction level at 90% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction level at 85% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction level at 80% = unsatisfactory effort = Award Fee of 0

6) VV&A (PWS Sections 3.2, 3.6, 3.7)
Satisfaction level at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction level at 98% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction level at 96% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction level at 95% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction level at 93% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction level at 90% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction level at 85% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction level at 80% = unsatisfactory effort = Award Fee of 0

7) Data processing and analysis (PWS Sections 3.2, 3.8)
Satisfaction level at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction level at 98% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction level at 96% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction level at 95% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction level at 93% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction level at 90% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction level at 85% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction level at 80% = unsatisfactory effort = Award Fee of 0

8) International support (PWS Sections 3.2, 3.9)
Satisfaction level at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction level at 99%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction level at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction level at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction level at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction level at 97% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction level at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction level at or below 96% unsatisfactory effort = Award Fee of 0

Schedule Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See below.	• Consult with HIL manager on report schedule requirements. • Review and validate contractor reports/records/metrics • Comparison of the delivery dates of the Contractor's products and/or services to the delivery schedule requirements pre-defined by the HIL manager and the RMT Project lead, and the value to the Government of early delivery.

Solutions meet or beat schedule (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8)
Ahead of Schedule 15% of efforts = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Ahead of Schedule 10% of efforts = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Ahead of Schedule 5% of efforts = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Schedule met for 100% of efforts = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Schedule met for 95% of efforts = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Schedule met for 90% of efforts = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Schedule met for 85% of efforts = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Schedule met for 80% of efforts = unsatisfactory effort = Award Fee of 0

Cost Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
1) Ensure effective cost control. Un-billable time kept to a minimum.	See attachment.	• Review/validate contractor reports • Review of actual expenditures against negotiated/planned costs in the TO, using contractor reports.
2) Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports • Review of actual expenditures against negotiated/planned costs in the TO, using contractor reports.
3) Ensure that tasks are matched to appropriate skill levels.	See attachment.	• Review/validate contractor reports • Review of actual expenditures against negotiated/planned costs in the TO, using contractor reports.

1) Control of Un-billable time (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, and 3.8)
Un-billable time at 5% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Un-billable time at 10% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Un-billable time at 15% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Un-billable time at 20% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Un-billable time at 25% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Un-billable time at 30% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Un-billable time at 35% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Un-billable time at 40% = unsatisfactory effort = Award Fee of 0

2) Collection and reporting of cost data (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, and 3.8)
Zero to 1% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
2% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
3% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
4% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
5% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
6% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
7% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 7% error rate = unsatisfactory effort = Award Fee of 0

3) Tasking assigned to appropriate skill levels (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, and 3.8)
Tasking appropriate 100% of time = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Tasking appropriate 99% of time = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Tasking appropriate 98.5% of time = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Tasking appropriate 98% of time = 100-109% satisfaction level, good effort = Award Fee of 80-85%

Tasking appropriate 97.5% of time = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Tasking appropriate 97% of time = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Tasking appropriate 96.5% of time = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Tasking appropriate 96% of time or less = unsatisfactory effort = Award Fee of 0

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0028	2008 Aug 01	1300108482	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER
DELIVERY/ CALL [X] This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE [ ] Reference your quote dated
Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-8197
EMAIL: leaann.davis@navy.mil
BY: LEA ANN DAVIS
Lea Ann Davis
CONTRACTING / ORDERING OFFICER

25. TOTAL $4,061,387.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL
31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.
32. PAID BY

30. INITIALS
33. AMOUNT VERIFIED CORRECT FOR
34. CHECK NUMBER
35. BILL OF LADING NO.

37. RECEIVED AT | 38. RECEIVED BY | 39. DATE RECEIVED *(YYYYMMMDD)* | 40. TOTAL CONTAINERS | 41. S/R ACCOUNT NO. | 42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		5,959	Hours	$335,101.00
	IT/IM information assurance support			
	In accordance with Section C Performance work statement			
	This task order is severable			
	CPAF			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$335,101.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101		
	For Navy Accounting purposes only	
	TO management	
	PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AA CIN: 130010848200001	$8,300.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102		
	For Navy Accounting purposes only	
	Project Management	
	PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AB CIN: 130010848200002	$28,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounting purposes only Certification and Accreditation PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AB CIN: 130010848200003	$23,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000104	For Navy Accounting purposes only SSAA Dev & Rev PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AC CIN: 130010848200004	$45,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000105	For Navy Accounting purposes only SSAA CM & Reporting PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AB CIN: 130010848200005	$14,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000106	For Navy Accounting purposes only IA Analyst 6 PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AD CIN: 130010848200006	$28,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000107		
	For Navy Accounting purposes only IAO/SA Appt Proc Admin PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AB CIN: 130010848200007	$11,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000108		
	For Navy Accounting purposes only Tech IA Services - DPA PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AC CIN: 130010848200008	$20,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000109		
	For Navy Acccounting purposes only Tech IA Services - G&A PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AB CIN: 130010848200009	$20,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000110		
	For Navy Accounting purposes only	
	IA Analyst 2	
	PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AE CIN: 130010848200010	$55,000.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000111		
	For Navy Accounting purposes only	
	IA Analyst I	
	PURCHASE REQUEST NUMBER: 1300108482	
	ACRN AF CIN: 130010848200011	$66,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		35,000	Hours	$1,847,333.00
	IT/IM information assurance support			
	In accordance with Section C Performance work statement			
	This task order is severable			
	CPAF			

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,847,333.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		34,750	Hours	$1,878,953.00
	IT/IM information assurance support			
	In accordance with Section C Performance work statement			
	This task order is severable			
	CPAF			
			ESTIMATED COST	(b)4
			MAX AWARD FEE	(b)4
			TOTAL EST COST + FEE	$1,878,953.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
INFORMATION ASSURANCE SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order 0028
1 August 2008

Applicable Basic Contract SOW paragraphs: 3.1, 3.2, 3.4, 3.5, 3.6, and 3.10

1 **Scope.** The scope of this effort is to acquire information assurance (IA) support services to support the delivery of Information Technology/Information Management (IT/IM) IA products and services at the Naval Air Warfare Center Weapons Division (NAWCWD). These IA support services include certification and accreditation services; configuration management; technical information assurance; Information Assurance Officer (IAO) support, and support for the IAO and system administrator appointment process as defined in Section 3.

1.1 Task Order Relationships. For FY08 through FY2010, the IT/IM Department has established five Task Orders to better support the primary product areas while keeping Task Order and business operations manageable. These five Task Orders shall support each other seamlessly in order to provide IT/IM customers with an integrated set of products and services to meet their needs.

a. This Task Order provides IT/IM Information Assurance support.

b. Task Order 0020 provides the IT/IM product and service delivery mechanisms that interface directly with the customer to intake work, support the management of delivery processes, and/or provide direct customer technical support.

c. Task Order 0025 provides IT Compliance support, IT/IM business and financial support, data handling and management, telephone billing, technical writing, enterprise architecture/engineering, and legacy infrastructure support as requested.

d. Task Order 0026 supports the areas of software development, application integration, and related services for both corporate financial systems and customer specific systems.

e. Task Order 0029 provides complex technical services for server operations and application hosting.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the applicable documents. Due to the dynamic nature of the Federal Government IA program, documents may be removed and/or added as guidance changes.

2.1 Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Revision 1, October 1999
2.2 Department of Defense Office of General Counsel, Ethics Issues in Government-Contractor Teambuilding
2.3 NAVAIR National Work Acceptance Process, March, 2004
2.4 Fee for Service Model
2.5 DoDD 8500.1, Information Assurance (IA)
2.6 DODD 8570.1 Information Assurance Workforce Improvement Program
2.7 DOD 8570.1M Information Assurance Workforce Improvement Program Manual
2.8 DoDI 5200.40, DITSCAP Accreditation and Certification Instruction
2.9 OPNAVINST 5239.1B, Department of the Navy Information Assurance (IA) Program
2.10 DoD 5200.1-R, Information Security Program
2.11 NTISSD 600, Communications Security (COMSEC) Monitoring
2.12 OPNAVINST 2201.2, Navy and Marine Corps Computer Network Incident Response
2.13 COMNAVNETWARCOMINST 5239.1, Navy Marine Corps Intranet (NMCI) Information Systems Security Personnel Roles and Responsibilities
2.14 NAWCWDINST 5239.1, Information Operations Condition
2.15 NAWCWDINST 5239.2, NAWCWD Virus Protection Program
2.16 NAWCWDINST 5239.3, Information Assurance Program Regulation

2.17 NAWCWDINST 5239.4, Network Security
2.16 NAWC-WD memo 5239 742000D/049 of 21 Dec 99, Information Operation Condition
2.17 NCSC-TG-027 A Guide to Understanding Information Systems Security Officer responsibilities for Automated Information Systems
2.18 IAO Appointment Letter
2.19 System Administrator Responsibilities document https://vulcan.chinalake.navy.mil/

3 Performance Requirements.

3.1 General. Travel, training, and overtime may be required in support of this task order. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1 Task/Work Initiation. Upon issuance of this Task Order, the Contractor shall perform the functions outlined in this Task Order; all other work to be performed under this Task Order shall be initiated through a work request or trouble call or a signed IT/IM product and service level agreement.

3.1.2 Work Requests. The National Help Desk (NHD)-West shall be the single point of entry for all work requests. For each work request, the NHD-West creates a work order in the current work request tracking system and the current IT/IM billing system. All functional areas covered by this task order shall use the IT/IM product and service management tools to document, track, and report customer support efforts.

3.1.3 Funding and Charging. The Contractor shall use the fee-for-service model defined in paragraph 2.4. This Task Order performs services that are funded/paid for in three different ways:

a. Corporate products and services that are paid for by funding allocated to the IT/IM Department (Corporate Funded).

b. Corporate products and services that are paid for by customers through an indirect direct product account (IDPA) mechanism (Fee for Service).

c. Customer requested services paid for by the customer directly (Fee-For-Service).

This PWS outlines in each requirement area the type of service that is provided. Additionally, in operating the Task Order, the Contractor shall identify tasks that are billable or non-billable.

a. Billable: Work is directly billable to an IT/IMD project, fee-for-service IDPA, or customer.

b. Unbillable: Work is not directly chargeable and is paid for by the Task Order IDPA through the use of a fee that is added to the cost of the products and services that are funded. Unbillable is defined as:

(1) Time that supports the administration and execution of the Task Order work but does not directly provide a product or service to the corporation or customers, and is part of doing business.

(2) Time spent developing or improving processes, generating documentation, attending meetings, and obtaining training and/or travel, which is not specifically attributable to an individual competency or customer requirement, and is requested via work order.

(3) Time considered downtime as the result of no funded work to charge.

The Contractor shall keep unbillable downtime to a minimum as defined in the Task Order evaluation criteria and the quality assurance surveillance plan.

3.1.4 Business Reports. The Contractor shall provide business/financial reporting specific to this task order as requested by the Technical Assistant (TA)/Alternate Technical Assistant (ATA).

3.1.5 Leadership. The Contractor's management and business processes shall support successful execution of all tasks associated with this task order.

3.1.6 Teaming Efforts. The Contractor shall team with Government personnel by using the Integrated Product Team (IPT) concept to address efforts and projects related to this task order. The Contractor's participation as a team member shall be governed by the guidance provided in the document referenced in paragraph 2.1. Additionally, the Contractor shall adhere to the guidance cited in the document referenced in paragraph 2.2, ensuring that they understand and follow statutory and regulatory restrictions and standards of conduct issues faced when close working relationships, such as IPTs, are required. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.7 Team Meetings. All members of the Task Order team(s) shall attend meetings as required. The Contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The Contractor shall take and distribute notes, and track action items that result from these meetings. The Contractor shall e-mail (or use other media as agreed to by the team) the meeting notes same or next workday to the TA, and all attendees.

3.1.8 Expertise and Knowledge. The Contractor shall:

a. Provide personnel with the skills and certifications needed to meet the requirements defined in this task order, and fulfill the following requirements.

b. Assign team members based on complementary expertise and skills, not on availability to ensure the right people are assigned to the team.

c. Assign personnel to this task order that are knowledgeable in the IT/IM's current mission and business, future strategies and plans, as well as those of its customers.

d. Remain current in their functional areas of expertise and evolving technologies/processes.

e. Provide training to Contractor workforce or Government personnel at the Contractor's facility or other agreed upon location.

3.1.9 Products and Services Delivery. The Contractor shall adhere to the processes and procedures referenced in paragraph 2.3 and those outlined in related procedural documents/desk guides. The Contractor shall continually strive to optimize performance. As the team identifies and develops more efficient processes and procedures, the Contractor shall update the Section 2 procedural documents and desk guides and/or develop new guides. These documents shall be kept current to ensure optimal, coordinated, services for all functional areas. The Contractor shall submit any changes to the TA for review and approval within one week of making the change.

3.1.10 Work Hours/Location. For purposes of this task order, core work hours are defined as 0600 to 1800 hours, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. Contractor employee work schedules shall fall within these hours unless otherwise agreed to by the TA/ATA. These may include alternate work schedules for individual functional area needs for corporate tasks; individual customer work requests, or customer embedded resources. Work locations shall be confined to the Government provided spaces except under special circumstances as agreed to by the TA/ATA.

3.1.11 Task Order Documentation. All required documentation shall be posted on the Government's server. The Contractor shall notify by email the TA and Government Team Lead when documents are posted.

3.1.12 Project Management. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Formal project management shall be applied to all projects that result from the complex level of service designation identified in the referenced document in paragraph 2.3 and any others at risk of failure if they are not rigorously managed.

3.1.13 Work Planning. Upon receipt of work requests and in accordance with the document referenced in paragraph 2.3, the Contractor shall:

a. Follow and or support the NAVAIR National Work Acceptance Process (WAP) to define, document, and communicate the various aspects of the effort.

b. Support the development and use of Basic Level of Service (BLS) planning processes and documents. Versions shall be approved by the TA or ATA.

3.1.14 Vehicles. The Contractor shall:

a. Lease vehicle(s) to support the requirements of this PWS as requested by the COR or TA/ATA. The Contractor employees shall:

(a) Maintain a valid California driver's license.

(b) Perform all required vehicle maintenance and repairs (including vehicle smog checks).

(c) Use the most cost-effective/economical means available to fuel the vehicles (using the Government fuel farm via fleet card submitted to Government for payment once per month or Contractor's negotiated local gas station).

(d) Maintain insurance coverage to include the vehicles and Contractor employees driving the vehicles (IAW basic contract FAR 52.228-7).

(e) Meet all requirements of FAR 45, 52.245-1, 52.245-9, and 5252.245-9500 while operating Contractor leased vehicles.

(f) Be required to lease and register one (1) leased vehicle in the Contractor's name. Title shall remain with the leasing company while registration and insurance is the Contractor's responsibility.

b. Upon approval of the Contracting Officer, COR, and TA, replace an inoperative vehicle, as needed to meet the daily requirements of this PWS.

c. Contractor personnel may be required to operate Government-owned vehicles, when available, "on-base" while performing tasks under this PWS. To operate a USN vehicle, the contractor shall:

(a) Maintain a valid California driver's license.

(b) Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

(c) Meet all requirements of FAR 45, 52.245-1, 52.245-9, and 5252.245-9500 while operating Government vehicles.

3.2 **Certification and Accreditation (C&A).** In support of this effort, the Contractor shall follow the guidance in the referenced documents in paragraph 2.3 through 2.19, and shall:

a. Perform C&A functions/efforts that support customers in obtaining services requested via work orders.

b. Manage/administer the System Security Authorization Agreement (SSAA) process.

3.2.1 SSAA Development and Review. In order to support the development, management, and approval of SSAAs the Contractor shall:

a. Gather, analyze, and document customer information via a Customer Requirements Briefing (CRB) or obtain data as a result of briefings, to support proposal development.

b. Based on CRB decisions, provide information to the Project Initiation team (proposal development) to assist in defining the required C&A type/level, cost, and schedule.

c. Develop SSAA packages for customers in accordance with the CRB delivery date.

d. Review customer written SSAAs.

e. Coordinate FAM, Data flow, and other components of the SSAA package.

f. Perform coordination of lessons learned, updated guidance, central rejection receipt/correction, and reporting.

g. Perform final trusted review.

h. Submit completed packages to NAVAIR for review and/or approval.

3.2.2 SSAA Configuration Management and Reporting. The Contractor shall:

a. Maintain configuration management (CM) of the SSAA process and its interfaces with NAVAIR and NETWARCOM processes.

b. Use existing database and maintain accurate information in real time. Propose changes and/or enhancements to the system to the TA/ATA.

c. Perform CM on SSAA packages and related documentation.

d. Maintain configuration management of proposals and tracking information.

e. Deliver reports and status information as required/requested by the TA/ATA.

3.3 **IAO and SA Appointment Process Administration.** In support of this effort, the Contractor shall:

a. Perform administration of the IAO and SA appointment process.

b. Provide configuration management tracking and oversight of all information related to IAO and SA appointments.

3.4 **Technical IA Services**. The Contractor shall:

a. Provide system and network scanning as requested/required for SSAA development and ongoing network security assessments.

b. Perform and/or assist with drawings and technical specifications.

c. Perform hardware and configuration validation.

d. Develop risk documentation to identify results of technical IA efforts and to support C&A requirements.

e. Coordinate with SSAA developers/reviewers to perform technical IA support and to deliver required documentation.

f. Support IA efforts related to legacy information assurance including managing the allow list, by coordinating with various entities to ensure IA requirements are met and documented, and by providing EDS the information required to keep the access control lists current.

g. Perform Legacy infrastructure IA support as requested including SIPRNET IA support.

3.5 **IAO and C&A Customer Support Services.** The Contractor shall:

a. Provide embedded IAO support when requested by customers with resources that meet the requirements identified in the referenced documents in paragraph 2.5 through 2.19 and IA requirements identified in this task order.

b. Provide embedded C&A support when requested by customers with resources that meet the requirements identified in the referenced documents in paragraph 2.5 through 2.19 and C&A requirements identified in this task order.

c. Perform IA hardening support when requested by customers on a fee-for-service basis as well as other related IA technical support services.

3.6 **Government Furnished Property.** The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a DD1149 for Contractor signature acknowledging receipt. The Contractor shall provide a signed copy of the DD1149 to the GPA and for the task order file.

3.7 **Subtask Reporting and Invoicing.** The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as defined by the IT/IM Business Office.

3.8 **Process for Projects over the $550,000 Threshold.** This task order is limited to individual projects under $550,000 within the scope described herein. Studies, analyses, and/or any customer requests which identify projects valued at or above $550,000 shall be submitted to the Contracting Officer for review of scope and to provide the basis for a separate task order.

3.9 **Non-Disclosure.** Contractors charging to and supporting this T.O. shall sign a non-disclosure agreement. A copy shall be provided for the T.O. contract file.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A00000000472
AMOUNT: $8,300.00
CIN 130010848200001: $8,300.00

AB: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A10000000472
AMOUNT: $96,000.00
CIN 130010848200002: $28,000.00
CIN 130010848200003: $23,000.00
CIN 130010848200005: $14,000.00
CIN 130010848200007: $11,000.00
CIN 130010848200009: $20,000.00

AC: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A20000000472
AMOUNT: $65,000.00
CIN 130010848200004: $45,000.00
CIN 130010848200008: $20,000.00

AD: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A30000000472
AMOUNT: $28,000.00
CIN 130010848200006: $28,000.00

AE: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A40000000472
AMOUNT: $55,000.00
CIN 130010848200010: $55,000.00

AF: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A50000000472
AMOUNT: $66,000.00
CIN 130010848200011: $66,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown above. The allotted funding includes estimated cost and award fee for all effort performed.

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and Point Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   X-Industrial Area
   C-CLPL
   E-Echo Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA and NAVAIR Point Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010.

6. Overtime:

   a. No more than 355 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (Attached separately)

Attachment (1)

TASK ORDER EVALUATION DATA	
	Task Order No. 0028
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
PERFORMANCE 50% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached.	
SCHEDULE 30% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached.	
COST 20% **(weight)**	
COST FACTORS: See attached.	
EVALUATOR (b)6	DATE 6-10-08

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Develop and maintain quality operational desk procedures and process documentation. Develop and deliver accurate and timely reports.	See attachment.	• Review and validate contractor documentation and reports
Develop and submit accurate and complete SSAA packages	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor metrics
Accurate and timely routing and escalation of work is accomplished	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records
Work management tools are used and documentation and information is detailed, accurate, and timely.	See attachment.	• Conduct independent surveys of tool use • Review and validate contractor reports/records
High levels of customer satisfaction are maintained.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

1) Desk Procedures and Documentation Meet the Requirements (PWS Sections 3.1.9, 3.1.11, 3.1.12, 3.1.13, 3.2, 3.3, 3.4, and 3.5)

Documents Complete at:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

2) Accurate and Complete SSAA Packages (PWS Sections 3.2)

Accuracy at:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
96%	90-99%	Average Effort	70-79%
95%	80-89%	Below Average	60-69%
90%	70-79%	Marginal Effort	50-59%
Less than 90%	0-69%	Unsatisfactory Effort	0%

3) Accurate and Timely Routing and Escalation (PWS Sections 3.1.13, 3.2 3.3, 3.4 and 3.5)

Met:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
96%	90-99%	Average Effort	70-79%
95%	80-89%	Below Average	60-69%
90%	70-79%	Marginal Effort	50-59%
Less than 90%	0-69%	Unsatisfactory Effort	0%

4) Use of Tools (PWS Sections 3.1.2, 3.1.4, 3.1.9, 3.1.11, 3.1.12, 3.1.13, 3.2, 3.3, 3.4, and 3.5)

Level/Quality of Use:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
96%	90-99%	Average Effort	70-79%
95%	80-89%	Below Average	60-69%
90%	70-79%	Marginal Effort	50-59%
Less than 90%	0-69%	Unsatisfactory Effort	0%

5) Customer Satisfaction (PWS Sections 3.2, 3.3, 3.4, and 3.5)

Satisfaction Level:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%

98%	120-129%	Excellent	91-95%
96%	110-119%	Very Good	86-90%
95%	100-109%	Good Effort	80-85%
93%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

Performance Objective For Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
Work Acceptance Process is used and metrics are met including delivery schedules identified in proposals.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Meet response times for work orders or as identified in proposals and SLAs.	See attachment.	• Conduct independent surveys Review and validate contractor reports/records/metrics

1) Solutions Meet or Beat Schedule (PWS Sections 3.2, 3.3, 3.4 and 3.5)

Met:	Satisfaction Level	Effort Level	Award Fee
Ahead of Schedule 15%	130%	Outstanding	96-100%
Ahead of Schedule 10%	120-129%	Excellent	91-95%
Ahead of Schedule 5%	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
85%	80-89%	Below Average	60-69%
80%	70-79%	Marginal Effort	50-59%
Less than 90%	0-69%	Unsatisfactory Effort	0%

2) Work Acceptance Process (PWS Section 3.1.2, 3.1.9, 3.1.13, 3.2, 3.3, 3.4 and 3.5)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed 15% of the time	130%	Outstanding	96-100%
Surpassed 10% of the time	120-129%	Excellent	91-95%
Surpassed 5% of the time	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

3) Work Order Response Times (PWS Section 3.1.2, 3.1.9, 3.1.13, 3.2, 3.3, 3.4 and 3.5)

Met:	Satisfaction Level	Effort Level	Award Fee
Bettered 15% of the time	130%	Outstanding	96-100%
Bettered 10% of the time	120-129%	Excellent	91-95%
Bettered 5% of the time	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

Performance Objectives for Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure effective cost control. Un-billable time kept to a minimum in billable tasking areas.	See attachment.	• Review/validate contractor reports
Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports
Ensure that tasks are matched to appropriate skill levels.	See attachment.	• Review/validate contractor reports

1) Control of Un-billable Time (PWS Section 3.1.3)

Met:	Satisfaction Level	Effort Level	Award Fee
5%	130%	Outstanding	96-100%
10%	120-129%	Excellent	91-95%
15%	110-119%	Very Good	86-90%
20%	100-109%	Good Effort	80-85%
25%	90-99%	Average Effort	70-79%
30%	80-89%	Below Average	60-69%
35%	70-79%	Marginal Effort	50-59%
40%	0-69%	Unsatisfactory Effort	0%

2) Collection and Reporting of Cost Data (PWS Section 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.7)

Error Rate:	Satisfaction Level	Effort Level	Award Fee
Zero to 1%	130%	Outstanding	96-100%
2%	120-129%	Excellent	91-95%
3%	110-119%	Very Good	86-90%
4%	100-109%	Good Effort	80-85%
5%	90-99%	Average Effort	70-79%
6%	80-89%	Below Average	60-69%
7%	70-79%	Marginal Effort	50-59%
Greater than 7%	0-69%	Unsatisfactory Effort	0%

3) Tasking Assigned to Appropriate Skill Levels (PWS Section 3.1.8)

Assigned/Appropriate Levels:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
96%	90-99%	Average Effort	70-79%
95%	80-89%	Below Average	60-69%
94%	70-79%	Marginal Effort	50-59%
Less than 94%	0-69%	Unsatisfactory Effort	0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0029	2008 Jul 28	1300108550	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 210000D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY 03QT6
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) *(YYYYMMMDD)*
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N50120
NAVY ERP
NAVY ERP ENTERPRISE RES PROGRAM OFC
SUITE 2100, 21ST FLOOR
1700 N MOORE STREET
ARLINGTON VA 22209-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER
DELIVERY/ CALL [X] This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE [ ] Reference your quote dated
Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED *(YYYYMMMDD)*

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9665
EMAIL: sandra.scharn-steven@navy.mil
BY: Sandra Scharn-Stevens
CONTRACTING / ORDERING OFFICER

25. TOTAL $10,296,271.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE *(YYYYMMMDD)* | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE *(YYYYMMMDD)* | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED *(YYYYMMMDD)*	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		10,150	Hours		$777,082.00
	IT/IM Server and Application Support Services. In accordance with Section C Performance Work Statement (PWS). This task order is Severable. CPAF				

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$777,082.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting Purposes Only TO Mgmt	

CIN: 130010855000001 ACRN AA $8,300.00

PURCHASE REQUEST NUMBER: 1300108550

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102	For Navy Accounting Purposes Only SER Navy ERP	

CIN: 130010855000002 ACRN AB $200,000.00

PURCHASE REQUEST NUMBER: 1300108550

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounting Purposes Only SER Server Support CCF	

CIN: 130010855000003 ACRN AC $200,000.00

PURCHASE REQUEST NUMBER: 1300108550

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000104	For Navy Accounting Purposes Only SER System Support 1		
CIN: 130010855000004		ACRN AD	$145,000.00

PURCHASE REQUEST NUMBER: 1300108550

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000105	For Navy Accounting Purposes Only SER System Support 3		
CIN: 130010855000005		ACRN AE	$2,000.00

PURCHASE REQUEST NUMBER: 1300108550

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000106	For Navy Accounting Purposes Only SER System Support 5		
CIN: 130010855000006		ACRN AF	$40,000.00

PURCHASE REQUEST NUMBER: 1300108550

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		56,901	Hours		$4,694,886.00
	IT/IM Server and Application Support Services. In accordance with Section C Performance Work Statement (PWS). This task order is Severable. CPAF				

ESTIMATED COST	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$4,694,886.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		56,901	Hours		$4,824,303.00
	IT/IM Server and Application Support Services. In accordance with Section C Performance Work Statement (PWS). This task order is Severable. CPAF				
				ESTIMATED COST	(b)4
				MAX AWARD FEE	(b)4
				TOTAL EST COST + FEE	$4,824,303.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
IT/IM SERVER AND APPLICATION SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order 0029
1 August 2008

Applicable Contract SOW paragraphs: 3.1, 3.2, 3.4, 3.5, 3.6, 3.8, 3.10, and 3.11

1 **Scope.** The scope of this effort is to acquire non-NMCI operational support services to support the delivery of Information Technology/Information Management (IT/IM) products and services at the Naval Air Warfare Center Weapons Division (NAWCWD). The effort requires this support be provided for both NAWCWD specific and NAVAIR-wide products and services. These operational support services include server operations and application hosting as defined in Section 3.

1.1 Task Order Relationships. For FY08, the IT/IM Department has established five Task Orders to better support the primary product areas while keeping Task Order and business operations manageable. These five Task Orders shall support each other seamlessly in order to provide IT/IM customers with an integrated set of products and services to meet their needs.

a. This Task Order provides technical services for server operations and application hosting.

b. Task Order 0020 provides the IT/IM product and service delivery mechanisms that interface directly with the customer to intake work, support the management of delivery processes, and/or provide direct customer technical support.

c. Task Order 0025 provides IT Compliance support, IT/IM business and financial support, data handling and management, telephone billing, technical writing, enterprise architecture/engineering, and legacy infrastructure support as requested.

d. Task Order 0026 supports the areas of software development, application integration, and related services for both corporate systems and customer specific systems.

e. Task Order 0028 provides IT/IM Information Assurance support.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the applicable documents.

2.1 IT/IM National Work Acceptance Process
2.2 Product and Service POC listing
2.3 Fee for Service Model
2.4 Administrative/Financial Desk Book Procedures, dated August 1999
2.5 Corporate Computing Facility (CCF) Policies and Procedures Manual
2.6 Corporate Business and Financial Systems Desk Guide
2.7 MIL-HDBK-61A dated 7 February 2001
2.8 CCF Disaster Recovery Procedures Manual
2.9 Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Revision 1, October 1999
2.10 Department of Defense Office of General Counsel, Ethics Issues in Government-Contractor Teambuilding
2.11 DoDD 8500.1, Information Assurance (IA)
2.12 DOD 8570.1M Information Assurance Workforce Improvement Program Manual
2.13 DODD 8570.1 Information Assurance Workforce Improvement Program
2.14 DoDI 5200.40, DITSCAP Accreditation and Certification Instruction
2.15 OPNAVINST 5239.1B, Department of the Navy Information Assurance (IA) Program

2.16 DoD 5200.1-R, Information Security Program
2.17 NTISSD 600, Communications Security (COMSEC) Monitoring
2.18 OPNAVINST 2201.2, Navy and Marine Corps Computer Network Incident Response
2.19 COMNAVNETWARCOMINST 5239.1, Navy Marine Corps Intranet (NMCI) Information Systems Security Personnel Roles and Responsibilities
2.20 NAWCWDINST 5239.1, Information Operations Condition
2.21 NAWCWDINST 5239.2, NAWCWD Virus Protection Program
2.22 NAWCWDINST 5239.3, Information Assurance Program Regulation
2.23 NAWCWDINST 5239.4, Network Security
2.24 NAWC-WD memo 5239 742000D/049 of 21 Dec 99, Information Operation Condition
2.25 NCSC-TG-027 A Guide to Understanding Information Systems Security Officer responsibilities for Automated Information Systems
2.26 System Administrator Responsibilities document https://vulcan.chinalake.navy.mil/
2.27 NAVAIR National Helpdesk (NHD)-West Processes and Procedures

3 Performance Requirements.

3.1 General. Travel, training and overtime may be required in support of this task order. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1 Task/Work Initiation. Upon issuance of this Task Order, the Contractor shall perform the functions outlined in this Task Order, all other work to be performed under this Task Order shall be initiated through a work request or trouble call, or a signed IT/IM proposal or service level agreement.

3.1.2 Work Requests. The Contractor shall initiate all work requests, including internal and external requests, under this task order through the NHD-West work acceptance process. The Contractor shall use the IT/IM product and service management tools to document, track, and report customer support efforts for all functional areas covered by this Task Order.

3.1.3 Funding and Charging. The Contractor shall implement the fee-for-service model defined in the document referenced in paragraph 2.3. This Task Order performs services that are funded/paid for in three different ways:

a. Corporate products and services that are paid for by funding allocated to the IT/IM Department (Corporate Funded).

b. Corporate products and services that are paid for by customers through an indirect direct product account (IDPA) mechanism (Fee-for-Service).

c. Customer requested services paid for by the customer directly (Fee-For-Service).

This PWS outlines in each requirement area, the type of service that is provided. Additionally, in operating the Task Order, the Contractor shall identify tasks that are billable or un-billable.

a. Billable: Work is directly billable to an IT/IMD project, fee-for-service IDPA, or customer.

b. Un-billable: Work is not directly chargeable and is paid for by the Task Order IDPA through the use of a fee that is added to the cost of the products and services that are funded. Un-billable is defined as:

(1) Time that supports the administration and execution of the Task Order work but does not directly provide a product or service to the corporation or customers, and is part of doing business.

(2) Time spent developing or improving processes, generating documentation, attending meetings, and obtaining training and/or travel, which is not specifically attributable to an individual competency or customer requirement, and is requested via work order.

(3) Time considered downtime as the result of no funded work to charge.

The Contractor shall keep Un-billable downtime to a minimum as defined in the Task Order evaluation criteria.

3.1.4 Task Order Reports. The Contractor shall provide business/financial reporting specific to this Task Order as requested by the Technical Assistant (TA)/Alternate Technical Assistant (ATA) including the Revenue and Expense report delivered monthly, and the following reports provided as requested: All Estimate Reports by Embedded Analyst; all estimate reports by work order lead; At risk billable work orders; At risk un-billable work orders; Division total hours; Division revenue vs non-revenue; Division detail non-labor. The reports will be work order driven by the TA/ATA.

3.1.5 Leadership. The Contractor's management and business processes shall support successful execution of all tasks associated with this Task Order. Success will be measured by adherence to the cost, schedule, and performance elements.

3.1.6 Teaming Efforts. The Contractor shall team with Government personnel in using the Integrated Product Team (IPT) concept to address efforts and projects related to this Task Order (document referenced in 2.9 & 2.10). The Contractor's participation as a team member shall be governed by the guidance provided in the document referenced in paragraph 2.9. Additionally, the Contractor shall adhere to the guidance cited in the document referenced in paragraph 2.10, ensuring that they understand and follow statutory and regulatory restrictions and standards of conduct issues faced when close working relationships, such as IPTs, are required. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.7 Team Meetings. All members of the Task Order team(s) shall attend meetings as required and feasible. The Contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The Contractor shall take and distribute notes, and track action items that result from these meetings. The Contractor shall post in e-room (or use other media as agreed to by the team) the meeting notes on the same or next workday and e-mail the TA, and all attendees when this is completed.

3.1.8 Expertise and Knowledge. The Contractor shall:

a. Provide personnel with the skills needed to meet the requirements of this Task Order including any certification requirements identified in paragraphs 2.1 through 2.25.

b. Assign team members based on complementary expertise and skills, not on availability to ensure the right people are assigned to the team.

c. Ensure that all personnel assigned to this Task Order that are provided with an orientation covering the IT/IM's current mission and business, future strategies and plans, as well as those of our customers.

d. Remain current in their functional areas of expertise and evolving technologies.

e. Provide training to contractor workforce or government personnel at the Contractor's facility or other agreed upon location.

3.1.9 Products and Services Delivery. Current processes and procedures are incorporated in the documents referenced in paragraphs 2.1 through 2.8 procedural documents/desk guides. The Contractor shall follow these processes while continually striving to optimize performance. As more efficient processes and procedures are identified and developed, the Contractor shall customize, update and develop new Section 2 procedural documents

and desk guides to ensure optimal, coordinated, services for all functional areas. The Contractor shall submit updates to the TA for review and approval within one week.

3.1.10 Work Hours. For purposes of this Task Order, core work hours are defined as 0600 to 1800, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. Contractor employee work schedules may be agreed to by the individual functional areas for corporate tasks; individual customer work requests or customer agreements may define alternate work schedules. Contractor Section Manager may authorize critical functions to be performed during non-core hours at work locations or alternate locations as deemed appropriate – especially in instances where emerging requirements demand such attention. These instances may or may not include tasking while on travel plus may or may not include overtime. Any Contractor employees requesting to have regular scheduled work time outside of core hours and at alternate locations must have TA/ATA authorization.

3.1.11 Task Order Documentation. The Contractor shall post all required documentation on the Government's server. The Contractor shall notify by email the TA and Government Team Lead when documents are posted.

3.1.12 Project Management. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Project management shall be applied to all projects that result from the enhanced and complex level of service designations identified in the referenced document in paragraph 2.1, and any others at risk of failure if they are not rigorously managed. Embedded support may not require the adoption of rigorous project management discipline unless explicitly referenced in the corresponding Service Level Agreement (SLA).

3.1.13 Work Planning. Upon receipt of work requests and in accordance with the document referenced in paragraph 2.1, the Contractor shall:

a. Follow and/or support the NAVAIR National Work Acceptance Process (WAP) to define, document, and communicate the various aspects of the effort.

b. Support the development and use of Basic Level of Service (BLS) planning processes and documents. Versions must be approved by the TA or ATA.

3.1.14 Security. The Contractor shall meet all security requirements related to personnel, physical, communications, and information assurance as required by the basic contract and by this Task Order, and additionally:

a. Fully support the IT/IM Information Assurance Officer (IAO) in the performance of IA requirements including reporting, managing, and securing all IT assets/elements under the scope of this Task Order.

b. Obtain COMSEC certification for all personnel and maintain security awareness and support for all IT communications efforts under the scope of this Task Order.

c. Task Order personnel shall complete mandatory security related training required of DoD employees such as Personnel Security, Information Assurance, Anti Terrorism, Privacy Act, and others as required by the TA/ATA.

3.1.15 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on-Center, when available, while performing task order related support. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

c. Meet all requirements of FAR 45, 52.245-1, 52.245-9, and 5252.245-9500 while operating Government vehicles.

3.2 **Server Operation and Application Support**. Server operation and application support includes: (a) computer facility operations and maintenance; (b) operations and maintenance of computing resources; (c) operation and maintenance of applications residing on those resources; (d) server/application integration; (e) disaster recovery; (f) information assurance; and (g) IT Compliance elements.

3.2.1 Computer Facility Operation. The Contractor shall:

a. Assist Facility Manager in performing oversight of the facilities O&M, which may include but not be limited to: environmental controls, maintenance oversight, and building security.

b. Maintain and update current facility drawings and equipment lists in a format agreed to by the TA/ATA. All data shall reside on a Government network server accessible by all authorized personnel as determined by the TA/ATA and shall remain the property of the Government. Additionally, hardcopy data shall be stored in Government space and remain the property of the Government.

c. With the approval of the Facility Manager, initiate corrective actions to maintain the facility via the appropriate channels (i.e., Public Works, Environmental, ROICC Office, NAWCWD NMCI-ISF) and provide follow-up to ensure correction actions have been taken.

d. Assist in providing facility oversight, at a minimum, for the following:

China Lake
Building 00033, Non-NMCI side Computer room
Building 00005, 1st Floor, Room 1308, Classified Processing Area

3.2.2 Operations and Maintenance of Computing Resources. The Contractor shall:

a. Operate the IT/IM Corporate Computing Facility (CCF) so it is available/operational 24 hours a day, seven days a week. Physically operate the CCF during core hours, and respond to after-hours calls when required/requested.

b. Perform system administration tasks necessary to facilitate the daily operations and maintenance including: hardware repair/upgrade, operating system, utilities, and software tools management including SW license management, upgrade, and maintenance, performing/validating backups, passing files, scheduling jobs, updating daily logs, checking/communicating the status of jobs, and notifying the NHD-West of events requiring messages to users.

c. Meet customer service levels as defined and documented in IT/IM customer agreements.

d. Maintain, clarify and improve day-to-day operations, processes and procedures for continuously supporting customers with systems administration and database administration; for recording and tracking customer assistance through system migration, operations, and troubleshooting; for recording and tracking and reporting progress on customer trouble calls; and for keeping configuration management (CM) information current and accessible to all government and Contractor staff. Furnish uninterrupted support by qualified staff.

e. Develop, maintain, and document CM processes for all changes in hardware and software configurations on servers supported by Code 724000D/E and ensure that all server Contractor support staff abide by these processes without exception unless granted by the Government in writing. Ensure that no hardware or software changes are undertaken before a system state is documented and that changes are not deemed as completed until CM records are updated and reported, whether such

changes are hardware installations or changes, software installations or upgrades, or new GOTS application development. Configuration changes to be reported include Legacy Migration, the NAWCWD patch and virus servers, ACNO/IT Server Registration, NETWARCOMM network scans, Information Assurance posture and configuration, Functional Area Manager (FAM)/Department of the Navy Application and Database Management System (DADMS) registration, and those requested by the TA/ATA.

f. Develop, establish and maintain, an electronic configuration management (CM) workbook for each server that is supported by Code 724000D/E, and update and document all changes as they occur. Each CM workbook shall include a description of the server hardware, software from drivers, through operating system, layered products, middleware, through and including all customer applications hosted in the system. Installation and update records shall be kept current as shall troubleshooting histories and access to error logs. Permit problem handoff with minimum disruption to customer applications.

g. Support the development of IT/IM Proposals and Service Level Agreements by providing subject matter experts to work with the 721000D/E organization during execution of the WAP process. Provide support for the development of technical requirements, solutions, and architecture elements; configuration details; the project approach; pricing/estimates; schedules; and risk analysis/mitigation.

h. Ensure that all data residing on a Government server is accessible as authorized by the TA/ATA.

i. Ensure that all System Security Authorization Agreements (SSAAs) for platforms and applications are kept up-to-date. Develop required documentation to support the SSAA process and IA posture of the systems including SSAA documentation, Standard Operating Procedures, and Continuity of Operations Plans. Maintain systems with current security patches and protections, and ensure all periodic scans are completed and reported as required.

j. Ensure System Administrators (SA)s obtain authority from the Information Assurance Division to perform as an SA in accordance with the document referenced in paragraph 2.24 and 2.25.

3.2.3 Server/Application Integration. The Contractor shall:

a. Support the development of Proposals to define and document the integration of new applications or the enhancement/upgrade of current applications and server configurations into the CCF environment. Assist developers to install production copy of newly developed applications, customer-developed applications, or externally mandated applications being implemented by NAVAIR. Support/assist in the use of standard project management and software/hardware deployment practices including transition planning, test planning and execution, risk analysis, and operational planning and execution.

b. Perform analysis and recommend to the TA/ATA cost effective solutions to accomplish operational objectives based on a clear understanding of the existing infrastructure and /or changes required for successful implementation.

c. Acquire and install equipment and software necessary to support the server/application integration tasks.

d. Make recommendations to the TA/ATA for throughput requirements, memory reserves, storage space needs, processor speeds, and growth requirements necessary to properly size the network and server systems based on corporate or customer requirements. Ensure recommendations meet NAWCWD and NAVAIR architecture and standards.

3.2.4 Application Operation and Maintenance: The Contractor shall:

a. Operate and maintain all applications residing on corporate computing resources or customer resources to ensure the accessibility of all applications residing on the corporate computer resources.

b. Perform database administration and application administration in accordance with customer and corporate requirements for support. This level of support will be guided by the support levels detailed in the Corporate Computing Facility Rate Structure, document referenced in paragraph 2.6 and by approved Customer Proposals and/or Agreements.

3.2.5 Disaster Recovery. The Contractor shall:

a. Research industry best practices, definition of disaster levels, and the required responses to each level for disaster recovery (DR) policies and procedures for all systems in the IT/IMD as requested by the TA/ATA.

b. Develop and implement DR systems and capabilities when requested by customers or the TA/ATA. Support the development of proposals and customer agreements to document the planning and/or operations of DR capabilities for corporate and customer systems.

c. Operate and maintain DR systems under the cognizance of the IT/IM Department including developing operational and disaster recovery plans, and testing these plans annually at a minimum.

d. Recommend changes to document referenced in paragraph 2.5 to the TA/ATA and incorporate changes to the procedures document upon approval.

3.3 **Response and Operational Requirements.** The Contractor shall meet the following performance requirements:

3.3.1 Overall Task Order Operations

a. Develop and maintain quality desk procedures and processes, documentation and configuration management products, and reports.

b. Use the IT/IM Help Desk and work management tools to deliver, track, and report on the delivery of Code 724000D/E products and services.

c. Follow the work acceptance process and other product and service delivery processes, and ensure metrics are met. Ensure effective routing and escalation of calls and work orders.

d. Maintain high levels of customer satisfaction including internal and external customers. Provide continual feedback/status to customers and corporate customers on efforts and issues.

3.3.2 Operations and Maintenance of Computing Resources

a. Operate and maintain servers and applications such that server downtime is 2.5 percent (or less) of the total uptime available during the period of performance of this Task Order (based on a 24 hour day).

b. Provide solutions that result in the product or service being performed/completed on or ahead of schedule.

3.3.3 Server Operation and Application Support.

a. Operate and maintain servers and applications such that server downtime is 2.5 percent (or less) of the total uptime available during the period of performance of this Task Order (based on a 24 hour day).

b. Ensure customer callback within 15 minutes outside of core-hours.

c. Be on-site to respond to these trouble-calls within two hours if necessary.

d. Ensure planned maintenance and/or downtimes occur during the NAVAIR maintenance window.

3.4 **Reporting and Invoicing.** The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as defined by the IT/IM Business Office.

3.5 **Non-Disclosure.** Contractors charging to and supporting this T.O. shall sign a non-disclosure agreement. A copy shall be provided for the T.O. contract file.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-AUG-2008 TO 30-SEP-2008
0002	POP 01-OCT-2008 TO 30-SEP-2009
0003	POP 01-OCT-2009 TO 30-SEP-2010

Section G - Contract Administration Data

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A00000001093
AMOUNT: $8,300.00
CIN 130010855000001: $8,300.00

AB: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A10000001093
AMOUNT: $200,000.00
CIN 130010855000002: $200,000.00

AC: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A20000001093
AMOUNT: $200,000.00
CIN 130010855000003: $200,000.00

AD: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A30000001093
AMOUNT: $145,000.00
CIN 130010855000004: $145,000.00

AE: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A40000001093
AMOUNT: $2,000.00
CIN 130010855000005: $2,000.00

AF: 97X4930 NH2C 254 77777 0 050120 2F 000000
COST CODE: A50000001093
AMOUNT: $40,000.00
CIN 130010855000006: $40,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and Point Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   X-Industrial Area
   C-CLPL
   E-Echo Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA and Point Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR : (b)6
   TA : (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 August 2008 through 30 September 2010

6. Overtime:

   a. No more than 1,890 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

Attachment (1) Quality Assurance Surveillance Plan (QASP)

Attachment (2) Contract Security Classification Specification, DD254 dated 5/5/2008 (Provided Separately)

TASK ORDER EVALUATION DATA	
	Task Order No. 0029
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
PERFORMANCE 40% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached.	
SCHEDULE 40% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached.	
COST 20% **(weight)**	
COST FACTORS: See attached.	
EVALUATOR (b)6	DATE 6-13-08

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Develop and maintain quality operational desk procedures and documentation. Develop and deliver accurate and timely reports.	See attachment.	• Review and validate contractor documentation and reports
Meet operations and maintenance requirements identified in the T.O.	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor metrics
Help Desk and IT/IM work management tools are used and documentation is detailed and timely.	See attachment.	• Conduct independent surveys of tool use • Review and validate contractor reports/records
High levels of customer satisfaction are maintained.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics • Customer Feedback

1) Desk procedures and documentation meet the requirements (PWS Sections 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.7, 3.1.9, 3.1.11, 3.1.12, 3.1.13, 3.2, 3.3)

Complete:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

2) Server and Application Operations (PWS Sections 3.2, 3.3)

Uptime:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99.6%	120-129%	Excellent	91-95%
99.3%	110-119%	Very Good	86-90%
99%	100-109%	Good Effort	80-85%
98.6%	90-99%	Average Effort	70-79%
98.3%	80-89%	Below Average	60-69%
98%	70-79%	Marginal Effort	50-59%
At or below 97.6%	0-69%	Unsatisfactory Effort	0%

3) Use of tools (PWS Sections 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.9, 3.1.11, 3.1.12, 3.1.13, 3.2, and 3.3)

Level/Quality of Use:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

4) Customer Satisfaction (PWS Sections 3.2, 3.3)

Satisfaction Level:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
98%	120-129%	Excellent	91-95%
96%	110-119%	Very Good	86-90%
95%	100-109%	Good Effort	80-85%
93%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
At or below 80%	0-69%	Unsatisfactory Effort	0%

Performance Objective For Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
Work Acceptance Process metrics are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Accurate and timely routing and escalation of calls is accomplished	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records
Response times for customer contact and arrival times are met.	See attachment.	• Conduct independent surveys Review and validate contractor reports/records/metrics

1) Solutions meet or beat schedule (PWS Sections 3.2 and 3.3)

Efforts:	Satisfaction Level	Effort Level	Award Fee
Ahead of Schedule 15%	130%	Outstanding	96-100%
Ahead of Schedule 10%	120-129%	Excellent	91-95%
Ahead of Schedule 5%	110-119%	Very Good	86-90%
Schedule Met 100%	100-109%	Good Effort	80-85%
Schedule Met 95%	90-99%	Average Effort	70-79%
Schedule Met 90%	80-89%	Below Average	60-69%
Schedule Met 85%	70-79%	Marginal Effort	50-59%
Schedule Met Less than 80%	0-69%	Unsatisfactory Effort	0%

2) Work Acceptance Process (PWS Section 3.1.1, 3.1.2, 3.1.9, 3.1.12, 3.1.13, 3.2, and 3.3)

Metrics:	Satisfaction Level	Effort Level	Award Fee
Surpassed 15%	130%	Outstanding	96-100%
Surpassed 10%	120-129%	Excellent	91-95%
Surpassed 5%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met 95%	90-99%	Average Effort	70-79%
Met 90%	80-89%	Below Average	60-69%
Met 85%	70-79%	Marginal Effort	50-59%
Met Less than 80%	0-69%	Unsatisfactory Effort	0%

3) Accurate and timely routing and escalation (PWS Sections 3.1.1, 3.1.2, 3.1.9, 3.1.13, 3.2 and 3.3)

Accuracy at:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

4) Response times (PWS Sections 3.2 and 3.3)

Bettered/Met:	Satisfaction Level	Effort Level	Award Fee
Bettered 15%	130%	Outstanding	96-100%
Bettered 10%	120-129%	Excellent	91-95%
Bettered 5%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met 95%	90-99%	Average Effort	70-79%
Met 90%	80-89%	Below Average	60-69%
Met 85%	70-79%	Marginal Effort	50-59%
Met Less than 80%	0-69%	Unsatisfactory Effort	0%

Performance Objectives for Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure effective cost control. Un-billable time kept to a minimum.	See attachment.	• Review/validate contractor reports
Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports
Ensure that tasks are matched to appropriate skill levels.	See attachment.	• Review/validate contractor reports

1) Control of Un-billable time (PWS Section 3.1.3)

Unbillable Time:	Satisfaction Level	Effort Level	Award Fee
5%	130%	Outstanding	96-100%
10%	120-129%	Excellent	91-95%
15%	110-119%	Very Good	86-90%
20%	100-109%	Good Effort	80-85%
25%	90-99%	Average Effort	70-79%
30%	80-89%	Below Average	60-69%
35%	70-79%	Marginal Effort	50-59%
At or more than 40%	0-69%	Unsatisfactory Effort	0%

2) Collection and reporting of cost data (PWS Section 3.1.1, 3.1.2, 3.1.3, 3.2)

Error Rate:	Satisfaction Level	Effort Level	Award Fee
Zero - 1%	130%	Outstanding	96-100%
2%	120-129%	Excellent	91-95%
3%	110-119%	Very Good	86-90%
4%	100-109%	Good Effort	80-85%
5%	90-99%	Average Effort	70-79%
6%	80-89%	Below Average	60-69%
7%	70-79%	Marginal Effort	50-59%
Greater than 7%	0-69%	Unsatisfactory Effort	0%

3) Tasking assigned to appropriate skill levels (PWS Section 3.1.8)

Tasking Appropriate:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or less than 96%	0-69%	Unsatisfactory Effort	0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0030	2010 Oct 01	1300176107	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,795,749.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		11,360	Hours		$614,328.00

Contracts IT systems & services support

CPAF - In accordance with Section C Performance Work Statement (PWS) this task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$614,328.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounitng purposes only	

CIN: 130017610700001 ACRN AA $614,328.00

PURCHASE REQUEST NUMBER: 1300176107

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		11,360	Hours		$636,049.00

Contracts IT systems & services support

CPAF - In accordance with Section C Performance Work Statement (PWS) this task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$636,049.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		9,380	Hours		$545,372.00

Contracts IT systems & services support

CPAF - In accordance with Section C Performance Work Statement (PWS) this task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$545,372.00

Section C - Descriptions and Specifications

Contracts Competency Information Technology Systems and Services

Performance Work Statement (PWS)
Contract N68936-08-D-0016, T.O. 0030
1 Oct 2010 through 31 July 2013

Applicable Contract SOW Paragraph Numbers: 3.1-3.7, 3.10, 3.11

1 **Scope**. The scope of this task order is to provide for the services and materials necessary to support the analysis, design, development, test, integration, deployment, and operations of information technology (IT) systems applications, tools and services in support of the DoD mandated Standard Procurement System (SPS), associated tools, and interface systems which are FAM approved and NMCI certified to support the mission of the NAVAIR Weapons Division (WD) Contracts Competency. SPS is the central system critical to the Contracts Competency (2.0) to award and administer contracts in support of the mission of NAVAIR WD and thereby support the fleet. These services provide support in five (5) major areas for both China Lake and Pt. Mugu under the direction of the Business Systems Office (BSO): help desk operations support; computing applications and systems operations support server and computing workstation systems support; software system tools development & support, application testing, and maintenance life cycle support, and database support; data entry, information handling, systems file maintenance support; and documentation services.

1.1 **Background.** The BSO has been tasked with the following mission:

a. Promote the innovative use of automated systems and maintain functional and technical consistency of processes and procedures.
b. Develop, analyze, document, test, train, and implement automated procurement and administrative applications and tools (for FAM approved, NMCI certified systems).
c. Develop, operate, and maintain hardware and software systems that fall outside the scope of the NMCI Contract.
d. Promote integration and connectivity with external computing environments.
e. Provide a central resource for quality information, training and support for procurement and other related issues.
f. Provide quality information that enables and empowers our customers to excel in their jobs.
g. Create an atmosphere that fosters proactive thinking and innovation in anticipating future customer needs and continuous improvement.

2 ***Applicable Documents***. *The most recent version of the applicable documents will be provided; many will reside in the BSO Documentation Library or in electronic format on a server. These documents will include technical references for hardware and software, security procedures, administration manuals and directives. Also included are the following specific documents:*

2.1 SPECIFICATIONS, STANDARDS, AND HANDBOOKS.

2.1.1 Code 2S0000D Software Development Life Cycle Support Standards Document (5 Dec 94)
2.1.2 NAVAIR Instruction 5239.2, Naval Air Systems Command Information Systems Security Program, (22 Feb 93)
2.1.3 NAVAIR Instruction 5238.1 NAVAIRSYSCOM Policy & Guidelines for Web Sites, Web Applications, and Web Servers (18 Nov 2004)
2.1.4 DODI 8500.2 (6 Feb 03), Information Assurance (IA) Implementation (System Administrator responsibilities for "Authorized and Privileged Users")
2.1.5 System Administrator Responsibilities document (enclosure (1) System Administrator Appointment Request Letter))
2.1.6 Registration Form for use of CCR Tools for Contractors
2.1.7 Non-Disclosure Certification Document

2.1.8 System Authorization Agreement Request form DD2875 required for access to Navy ERP (ALCON 058/06, June 07 7.4.2 memo), access to DoD SPS System, and other required system accesses such as NMCI. (SAARs require keeping IA Training current and may require IT levels processes).

2.1.9 DoD 8570.01-M Security Policy and Certification for Server Requirements

2.2 OTHER DOCUMENTS, HANDBOOKS, AND DESKGUIDES.

a. Microsoft Windows 2003 (and 2007) Server, Basics and Installation
b. Microsoft Windows 2003 (and 2007) Server Operators Desk Guide
c. Microsoft Windows 2003 (and 2007) Server Administrators Desk Guide
d. WD Contracts Web Site Change Control Board (CCB) process document
e. Information Handling Desk Guide
f. SPS Vendor & Org Maintenance Desk Guide (includes CCR Tools guidance)
g. Web Maintenance & Operations Processes document
h. Procurement Department Help Desk User Guide
i. Procurement Department Software Processes Desk Guide
j. WWW Paperless Input Desk Guide
k. Procurement Department Action Item User Guide
l. EDA Desk Guide (including Seaport-e EDA processing when implemented)
m. Computing Facility Operations and Support Desk Guide
n. Help Desk Operations and Support
o. NAVAIR WD SPS (PD2) Helpdesk Solutions
p. Warrants System DBA Process Guide
q. Seaport-e Sys Admin Desk Guide
r. Procurement Closeout Users Guide
s. NMCI POC Standard Operating Procedures (SOP); POC Step-by-Step Instructions; NAVAIR Business Rules for the NMCI Seat Management process; and other POC Training as provided by NAVAIR or WD
t. FPDS-NG Web Site Users Guide
u. Navy ERP data entry and conversion processes
v. VMWare environment basics and installation documentation
w. CITRIX environment basics and installation documentation

3.0 Performance Requirements

3.1 General. The Government will provide tasking by Action Items or Work Orders. Work Orders are generated by the Help Desk system as calls for service and support are placed to initiate work that is already authorized by this task order. The TA will issue either an Action Item (work in excess of 4 hours) or Work Order (4 hours or less) via the Action Item System. The Government may require travel, training and overtime in support of this task order as indicated below in specific tasking.

3.2 Studies, Analyses and Assessments. The Contractor shall:

a. Benchmark, research, assess, analyze, design, develop, test, and evaluate the hardware and software resources to meet the WD Contracts Competency mission requirements in support of the DoD mandated (FAM approved, NMCI certified) SPS software system, tools, and applications.

b. Utilize the Software Development Life Cycle Support Standards, paragraph 2.1.1, to perfom overview analysis of various projects in response to project requests; review existing commercial-off-the-shelf software (COTS) and Government-off-the-shelf software (GOTS) for its applicability to the WD Contracts mission and the planning for and integration of selected software into the Contracts software suite prior to promoting a development effort. Anticipated projects include, but are not limited to:

(1) Client/Server database processing
(2) Web/Server database processing

(3) EA-21 Paperless Initiatives
(4) Contract Writing System (CWS)
(5) VMWare Environment Hosting
(6) CITRIX hosting of SPS

c. Perform an overview analysis of software applications to include either written or oral presentation to the requestor identifying new technologies, concerns, questions, potentials, and practical approaches recommended by the analyst to best meet the customer's requirements. **(CDRL B001)**

d. Provide on-going analysis support to stay abreast of changing requirements and to make recommendations for a strategy or plan for revamping the WD Contracts Competency Web Site to include a methodology for easy maintenance and future growth changes, which may or may not include consolidation of NAVAIR Head Quarters Web Site as well as site server consolidation efforts and rehosting,

3.3 Project Planning, Technical Reviews, and Documentation for IT Systems. The Contractor shall:

a. Provide a Preliminary Design, Milestone Schedule, Implementation Plan, and Cost Estimate for all major projects, enhancements or upgrades. Potential projects are identified in 3.2.b. The Software Development Life Cycle elements are identified in the paragraph 2.1.1. **(CDRLs B002 - B005)**

b. Facilitate and participate in technical reviews to demonstrate and document Contracts Competency Procurement business systems including: SPS and associated applications, CWS, Navy ERP/SAP, Seaport-e, EDA, FPDS-NG, NOD and project compliance in accordance with the Software Development Life Cycle elements identified in the paragraph 2.1.1.

c. Tailor applicable documentation (identified in paragraph 3.2.b), perform testing, and configuration management to the scope of the system and/or process (paragraph 2.1.1).

d. Maintain and keep current documentation to ensure ease of reference and use. BSO views documentation of systems and processes as the cornerstone to continuous enhancement of systems and processes. Effective and current documentation is essential for successful cross-training and knowledge transfer between staff.

e. The contractor shall develop various documents at the task order level that shall include but are not limited to the following:

- Functional Descriptions
- General Functional Requirements
- Maintenance and Operations Plans
- Test and Evaluation Plans
- Test Procedures, Results and Reports
- Training Plans
- Training Materials
- Planning Schedules

3.4 General Programming and Software Development. The Contractor shall:

a. Provide software systems development and maintenance life cycle support (and the data derived from this software development and life cycle support) for procurement and administrative applications in accordance with the paragraph 2.1.1 in support of the DoD mandated (FAM approved, NMCI certified) SPS software system. This may include all or any portion of the software development life cycle elements as described in paragraph 2.1.1. Applicable programming languages may include

SQL, C++, and Web products such as HTML, Java and ASP. **Travel and/or training may be required to support this requirement. (CDRL B006)**

b. Use various Government-approved commercial software packages to develop or enhance existing software applications in accordance with paragraph 2.1.1. These software packages include self-contained programming languages, and, as a minimum include: Sybase, Microsoft Office Applications, Front Page, Adobe Photoshop, and ASP. **Travel and/or training may be involved to support this requirement.** Anticipated projects include:

(1) Interface and support from SPS to Navy ERP system.

(2) Web-based interfaces for SPS.

(3) SPS Adapter Version upgrades and SPS Increment deployments, operations and support.

(4) Contracts Competency Website modifications.

(5) EA-21 Paperless Initiative enhancements.

(6) NAVAIR AirSpeed and Seaport-e Initiatives

(7) FPDS-NG transmittals

3.5 Information Technology Services. The Contractor shall:

a. Provide information and communications systems development, operations and maintenance services (which are FAM approved and NMCI certified) for the WD Contracts Competency mission and supporting business functions to include: computer and server system and software installation and operations; system software administration; system and component maintenance; user support; training; security; and computer facilities management. **Overtime may be required in performance of this requirement.**

b. Perform software maintenance in accordance with the Software Development Life Cycle Support Standards document (paragraph 2.1.1). This includes addressing the applicability of each element in paragraph 2.1.1 and clarifying to each of the applications listed, but not limited to, in paragraph 3.5c. **Overtime may be required in performance of this requirement.**

c. Provide on-going software maintenance, database administration, data entry support, and configuration management of the following existing PC, server, and web-based procurement and administrative applications in accordance with the procedures documented in their respective Deskguides. **Travel, training and/or overtime may be required in performance of this requirement. (CDRL B007)**

(1) BSO Help Desk Application (paragraph 2.2.n)

(2) Sybase SQL Database Applications (SPS Applications, Adapter upgrades, and Increment Versions)

(3) WD Contracts Web Site and Web based Applications (paragraph 2.2.g)

(4) Microsoft 2003/2007 client and server Applications and system software upgrades (paragraphs 2.2.a, 2.2.b and 2.2.c)

(5) WWW Paperless Input Data Entry Support, Synopsis, FPDS-NG, RFQ/RFP Posting, EDA, and Navy ERP entry and conversion (paragraphs 2.2.e, 2.2.j, 2.2.l, and 2.2.u)

(6) SPS Vendor, Org Maintenance, Procurement Profile Maintenance, User Account data entry support, and Contract Closeout (paragraph 2.2.f, 2.2.i, and 2.2.r)

(7) Seaport-e Sys Admin/User Accounts (paragraph 2.2.q)

(8) Government contracted Seat Management system (currently NMCI) including, but not limited to maintenance and support of database applications and tools, inventory tracking, validation, and reporting (paragraph 2.2.s).

(9) VMWare environment and Citrix application and system software upgrades in support of server consolidation and possible re-hosting of the SPS Applications (paragraphs 2.2.v and 2.2.w)

d. Provide software systems file administration in support of SPS and Contract Closeout in accordance with paragraph 2.2.f, 2.2.h, 2.2.i, 2.2.o, 2.2.p, 2.2.q, 2.2.r, 2.2.t and 2.2.u. These deskguide instructions shall be kept updated and documented to correlate with any changes due to software upgrades and/or procedures necessary to perform file administration.

e. The Contractor shall provide support services for voice, video, and data communications systems. Management of these network and communication services encompass intranets, internets, electronic commerce, telephony and other associated networking/communication systems including the support necessary to develop, implement and maintain such systems. The Contractor shall provide and implement fail-safe security including the incorporation of network and system security systems and practices. The Contractor shall be responsible for the design, integration, installation, and operations of computer/communications components and associated functions.

f. The Contractor shall provide support services for the training of Government personnel on the use of IT systems and application software. Training, if any, shall be for the Contractor produced products, Government products, other third party software or combinations thereof. Training shall include, but not be limited to: Standard Procurement System (SPS) processes and tools, and Microsoft Office tools.

3.6 Data and Information Handling, Data Management, and Administration. The Contractor shall:

a. Provide data and information handling support services using an array of data formats, media, and input methodologies that includes: voice, data, image, and printed materials and combinations thereof. Specific services include but are not limited to: word processing, data acquisition, data processing, data entry, data management, media conversion, and image scanning.

b. Update and manage desk guides, procedures, and systems documentation in the on-line documentation library.

c. Provide World-Wide Web (WWW) paperless input data entry support for the Contracts Competency Paperless Systems being deployed at various DoD and NAVAIR sites.

d. Submit electronic forms and Website data updating as new paperless systems are identified and mandated for use. Authorization for this work will come from the Contracts Competency Help Desk in the form of "One time only" work tickets (see 3.9.c and 3.9.d). The work ticket will contain the information needed for the task to be completed. As new tools are identified and procedures documented in support of these efforts the Contractor shall update the applicable section of the documents utilized to support this PWS (paragraphs 2.2.k and 2.2.n). **Overtime may be required in performance of this requirement.**

e. Become knowledgeable with existing Information Handling systems for the Contracting Competency. Information handling shall include acceptance of electronic mail and logging of help desk calls, and as specified in paragraph 2.2.e and 2.2.n.

f. Download files from a variety of web sites identified in paragraph 3.5.c in support of the WWW Paperless initiatives identified in paragraph 3.5.c; create reports and transfer them to the Contracts Competency's file servers in accordance with paragraph 2.2; perform minor editing for format and file renaming; and keep current various deskguides identified in paragraph 2.2 to correlate any changes due to software upgrades and procedure changes necessary to run these applications. The reports are run monthly. The schedules of these reports are listed in the desk guides. Contractor is required to register for use of CCR Tools which requires a background investigation for registration in accordance with 2.1.6, which requires contractor to be granted a position of trustworthiness.

g. Support the Contracts Competency Web Site Change Control Board (CCB) and perform the duties associated to the CCB processes described in the document 2.2.d.

3.7 Configuration/Data Management for IT Systems. The Contractor shall:

a. Provide configuration/data management services for the Contracts Competency IT Systems to include definition, documenting, storing, and reporting of data and information concerning software, systems components and processes over their life cycle as described in the Software Life Cycle document 2.1.1

b. Perform continual review that consists of maintaining functional and technical consistency of processes and procedures (paragraph 2.2.d-2.2.u) for existing and new software applications.

c. Maintain common data dictionaries, single sources for same data elements, and similar formats for interfaces and user documentation (paragraph 2.1.1) for all software delivered or developed under this Task Order.

d. Test items for compliance with requirements, ensuring configuration management of related documentation. See paragraph 2.1.1. **(CDRL B008)**

e. Provide Operations and Maintenance documentation for newly developed (approved and certified) software applications or enhancements (both technical and administrative in nature) in accordance with the standards specified in paragraphs 2.1 through 2.2. **(CDRL B009)** Anticipated new projects include:

1) SPS Increment and Adapter upgrades

2) SPS Interfaces to Navy ERP

3) Seaport-e Sys Admin/User Accounts

4) Seaport-e EDA processing

5) WD Contracts Web Site rehab; consolidation; and/or re-hosting

6) WD Contracts servers consolidation; re-hosting; and/or move (hardware and software)

f. Keep desk guide procedures updated and current as procedures are revised or changed. Changes to documentation may be the result of clarification of a procedure or revised or changed procedures, as approved by the CCB, that may effect a change to the daily operation of the procedure. These desk guides are used by the Contractor in day-to-day operations and shall be written so they are easily understood by the Contractor performing the procedure. Current deskguides are vital for cross-training and knowledge transfer between all contractor and government support staff. These desk guides shall include the documents listed in paragraphs 2.2.d through 2.2.u. **(CDRL B00A)**

3.8 Quality Assurance/Quality Control of IT Systems. The Contractor shall:

a. Provide services related to reliability, maintainability, and quality assurance.

b. Review and analyze processes, plans, and procedures, including: the preparation and updating of quality plans and procedures; analysis and tracking of requirements; examining records of walk-throughs' and inspections; supporting the preparations for project reviews; and certifying test procedures.

c. Provide coverage of all critical operational areas during core work hours. Critical areas of support are WWW Paperless data entry support, WD Contracts Help Desk, and the computing systems operations and maintenance of SPS and SPS interfaces. Some of these areas engage the involvement of the Help Desk support. Ensure cross-training and documentation in these areas for adequate and effective coverage.

d. If problems occur that will result in tasks being delivered late or can not be completed due to circumstances beyond the contractor's control, they should be brought to the TA's attention for escalation as soon as the problem is discovered.

3.9 NAVAIR WD Contracts Competency BSO Support. The Contractor shall:

a. Provide services in the various areas of NAVAIR WD Contracts Competency BSO support that include:

(1) Procurement support and resource planning services.

(2) Data and information handling services using an array of data formats.

b. Provide technical software support, which may include on-site troubleshooting or analysis of new tools in support of the BSO Help Desk operations. In performing analysis, the Contractor shall examine or study the software (or application) in question and identify potential and practical solutions. (**CDRL B001**)

Technical software support is required during core business hours of 0800 – 1600 Monday - Friday (except flex days) in accordance with the documents referenced in paragraphs 2.2.d through 2.2.u. Staggered hours may be required to ensure all operations are covered. At a minimum, core hours must be covered. This requirement requires obtaining System Administration authority from Security in accordance with the document referenced in paragraph 2.1.5. This requirement will require a Background Investigation at a minimum and obtaining a Security Clearance of Secret. **Travel, training and/or overtime may be required in performance of this requirement.**

c. Provide short-term services (approximately 4 hours or less) via the BSO Help Desk call process for modifications to existing developments, to include: creation of "one time only" ad hoc reports for various databases; minor application additions or changes; table updates; loading of data; documentation updates or minor equipment moves to facilitate NMCI move MACS.

d. Provide long-term services (in excess of 4 hours) via the Government's Action Item vehicle for modifications to existing developments. These services shall be performed in accordance with paragraph 2.2.l. This includes updateing the documents as new procedures are identified; creation of reports from various databases; application additions or modifications; table additions or changes; loading of data; documentation updates; and software analysis of existing software applications.

e. Protect the Contracts Competency's non-NMCI computing assets at both sites by instituting access rights, permissions, ACLs, etc. in support of the Navy's virus protection program and security patching

services, using the documentation in paragraphs 2.1.2, 2.1.3, and 2.1.4. This shall include coordination with the Contracts Competency Information Assurance Officer (IAO).

f. Review relevant literature and recommend to the Technical Assistant cost-effective hardware upgrades that enhance or expand present server capabilities to meet constantly changing systems software performance specifications, and provide a software impact analysis when server and client software upgrade/revisions are required. The software impact analysis will be requested by the Government via a service request, so provisions can be made for the customer's hardware requirements needed to successfully run the desired product. **Travel, training and/or overtime may be required in performance of this requirement.**

g. Provide hardware/software support for remaining legacy devices supporting the competency's end users, as defined in paragraphs 2.1, 2.2.a, 2.2.b, 2.2.c. and in accordance with the paragraph 2.2.m and 2.2.n. The Contractor shall keep the deskguide (paragraph 2.2.m and 2.2.n) current as procedures change. **Travel, training and/or overtime may be required in performance of this requirement.**

h. Provide computing systems, facility and operations support and documentation services required from 0600 - 1700 hours Monday - Friday (except flex days) in accordance with the documents referenced in paragraphs 2.2.dthrough 2.2.t. Staggered hours may be required to ensure all operations are covered. At a minimum, core hours must be covered. Core hours are between 0800-1600. Support shall include ensuring all Contract Competency file and web servers are fully operational and accessable and current with the security procedures identified in the documents referenced in paragraphs 2.1.2 and 2.1.3. This requirement requires obtaining System Administration authority from Security in accordance with the document referenced in paragraph 2.1.5. This requirement will require a Background Investigation at a minimum and obtaining a Security Clearance of Secret. This tasking will require the contractor to have the ability to get to building 33 in order to complete the services required. **Travel, training and/or overtime may be required in performance of this requirement.**

i. Provide Help Desk Operational support, in accordance with the documents referenced in paragraphs 2.2.d through 2.2.u and reside at the China Lake site. Help Desk Training and Certification is not required, but is desired. Coverage is required from 0600 - 1700 hours Monday - Thursday; non-flex Friday hours are 0600 - 1600 hours or as otherwise agreed to by the TA. Staggered hours may be required to maintain Help Desk coverage. At a minimum, core hours must be covered. Core hours are between 0800-1600. **Travel, training and/or overtime may be required in performance of this requirement.**

j. Provide technical and operational support for the planning, testing and implementation of server consolidation for Competency servers in the NMCI environment in support of the multi-site SPS SSAA including any potential movement of hardware to another building or site location. Ensure hardware and software is connected to support the competency's end users, as defined in paragraphs 2.1, 2.2.a, 2.2.b, 2.2.c. and in accordance with the paragraph 2.2.n and 2.2.o. **Travel, training and/or overtime may be required in performance of this requirement.**

3.10 Management of Sensitive Data and Systems.

a. The Contractor shall implement security policies and procedures in several aspects, including: operating system security, user access security, and data management security in accordance with the document referenced in paragraph 2.1. This requires the contractor to request and obtain Appointment of System Administrator and Appointment of Alternate Systems Administrator for Contract's Systems.
b. Contractor is required to register for use of CCR Tools by U.S. Government Sponsored Contractors which requires a background investigation for registration in accordance with the document referenced in paragraph 2.1.
c. Contractor is required to provide the Government a signed and dated Non-Disclosure for each Contractor assigned to this Task Order and prior to charging to the Task Order in accordance with the document referenced in paragraph 2.1

d. Contractor is required to obtain System Administration authority from Security in accordance with the document referenced in paragraph 2.1.5.
e. Contractor is required to obtain System Authorization Agreements (form DD2875) for SPS and Navy ERP in accordance with the reference in paragraph 2.1.8.

3.11 Contract Status Reporting. The Contractor shall provide subtask/level decomposition reports based on the following:

a. Prepare and submit the following CDRLs:

(1) Software Analysis Report, CDRL B001 (see paragraphs 3.2.c and 3.9.b)
(2) Software Design Description (SDD), CDRL B002 (see paragraph 3.3.a)
(3) Milestone Schedule, CDRL B003 (see paragraph 3.3.a)
(4) Implementation Plan, CDRL B004 (see paragraph 3.3.a)
(5) Action Item Cost Estimate, CDRL B005 (see paragraph 3.3.a)
(6) Computer Software Product End Items, CDRL B006 (see paragraph 3.4.a)
(7) On Line Update of Documentation, CDRL B007 (see paragraph 3.5.c)
(8) Tailoring of Existing Documentation, CDRL B008 (see paragraph 3.7.d)
(9) Operations & Maintenance Documentation, CDRL B009 (see paragraph 3.7.e)
(10) Desk Guide, CDRL B00A (see paragraph 3.7.f)

b. Track the major tasks identified in this T.O. using the subtasks identified below. These subtasks shall provide an audit trail for all costs incurred on the subtasks. The Contractor shall track costs of each of these uniquely identified subtasks and report this information to the Technical Assistant via the biweekly Task Order Cost Reports (A002).

00T –	Training of Contractor Employees
001 –	General/Miscellaneous
CLO -	Contract Closeout
DON -	Support of NAVY tools
HLP -	Help Desk Operations
NMCI –	NMCI Data Gathering, Processing, POC duties, and POC training
OPS –	Operational Support of Computing Room ; and Server and Software Environments
PAX -	Support of NAVAIR tools
SPS –	Standard Procurement System Support/Data Entry,Vendor Support, and Organization Support
WEB –	Web Site Design/Maintenance and Support
WWW –	Synopsis/RFP/RFQ/EDA/FPDS-NG/Navy ERP Input Support and all other Paperless Systems Support

c. Provide a summary of work performed for each subtask identified above that includes: problems encountered, problems solved, trips made, and current schedules and report this information via the Level of Effort Progress and Status Report (A001).

3.12 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on-Center, when available, while performing tasks (i.e. transporting equipment). The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7)

c. Meet all requirements of FAR 45, 52.245-1, 52.245-2, 52,245-9 and 5252.245-9500 while operating Government vehicles.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

Funding

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000548962
AMOUNT: $614,328.00
CIN 130017610700001: $614,328.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Unclassified.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 through 31 July 2013

6. Overtime:

   a. No more than 600 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) CDRLs

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0030

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 60% (weight) **Performance, Schedule and Cost must add to 100%**

PERFORMANCE FOR THIS TASK ORDER MEANS:

a. Pursue effective, efficient, and responsive leadership/vision/resource management to ensure delivery of high quality products/services/customer value.
b. Perform high quality Help Desk operations and provide effective problem solving solutions. Make certain customers are satisfied with quality of service under each type of help call or work request.
c. Pursue efficient O&M of Contracts Procurement systems and tools. Minimization of system downtime.
d. Execute timely and accurate electronic reports. Perform accurate and reliable data entry.
e. Ensure currency and accuracy of process documentation and desk guides.

SCHEDULE 30% (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:

a. Provide solutions/operations that will result in the service or product being performed/completed on or ahead of schedule.
b. Provide coverage of all critical operational areas during core work hours.
c. Provide accurate milestone planning and schedule control.

COST 10% (weight)

COST FACTORS:

a. Ensure accurate cost data collection and reporting.
b. Provide effective, efficient, leadership/vision/services/customer financial value.
c. Ensure overall task is completed within costs negotiated on the task order.
d. Provide effective cross training in Operations & Maintenance of SPS and Interfaces, Data Entry and Help Desk areas is critical to daily operations.

EVALUATOR	DATE
(b)6	9 Aug 2010

Performance Objective for PERFORMANCE	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide effective, efficient, and responsive leadership/vision/resource management to ensure delivery of high quality products/services/customer value. Efficient cross-training in areas critical to daily operations.	See attachment.	• Review and validate contractor reports/records/metrics/schedules
Perform high quality Help Desk operations and provide effective problem solving solutions within response time goal. Make certain customers are satisfied with quality of service under each type of help call or work request.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Pursue efficient O&M of Contracts Procurement systems and tools. Minimization of system downtime.	See attachment.	• Review and validate contractor reports/records/metrics
Execute timely and accurate electronic reports. Perform accurate and reliable data entry.	See attachment.	• Review and validate contractor reports and records
Ensure currency and accuracy of process documentation and desk guides.	See attachment.	• Review and validate contractor documentation

1) Leadership/Vision/Resource Management (PWS Section 3.8)
Review of reports/records/metrics/schedules indicate 98-100% level, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Review of reports/records/metrics/schedules indicate 95-97% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Review of reports/records/metrics/schedules indicate 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Review of reports/records/metrics/schedules indicate 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Review of reports/records/metrics/schedules indicate 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Review of reports/records/metrics/schedules indicate 75-79% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Review of reports/records/metrics/schedules indicate 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Review of reports/records/metrics/schedules indicate at or below 70% unsatisfactory effort = Award Fee of 0

2) Customer satisfaction surveys reflect customer satisfaction with effective problem solving within response time goal. (PWS Section 3.9)
Satisfaction Surveys at 98-100% level, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction Surveys at 95-97% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction Surveys at 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction Surveys at 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction Surveys at 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction Surveys at 75-79% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction Surveys at 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction Surveys at or below 70% unsatisfactory effort = Award Fee of 0

3) Efficient Systems/Tools O&M, minimization of downtime. (PWS Sections 3.5 and 3.9)
O&M at 98-100%, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
O&M at 95-97%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
O&M at 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
O&M at 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
O&M at 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
O&M at 75-79% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
O&M at 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
O&M at or below 70% unsatisfactory effort = Award Fee of 0

4) . Report generation and data entry. (PWS Sections 3.6 and 3.9)
Deliverables complete at 98-100% level, =130% satisfaction level, outstanding effort = Award Fee of 96-100%
Deliverables complete at 95-97% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Deliverables complete at 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Deliverables complete at 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Deliverables complete at 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Deliverables complete at 75-79% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Deliverables complete at 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Deliverables complete at or below 70% unsatisfactory effort = Award Fee of 0

5) Documentation and Desk Guides. (PWS Sections 3.7)
Documentation complete at 98-100% level, =130% satisfaction level, outstanding effort = Award Fee of 96-100%

Documentation complete at 95-97% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Documentation complete at 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Documentation complete at 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Documentation complete at 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Documentation complete at 75-79% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Documentation complete at 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Documentation complete at or below 70% unsatisfactory effort = Award Fee of 0

Performance Objective for SCHEDULE	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Review and validate contractor reports/records/metrics
Provide coverage of all critical operational areas during core work hours. Maintain help desk and all operational support coverage IAW para 2.2.d through 2.2.s and as specified in para. 3.9.h and 3.9.i.	See attachment.	• Review and validate contractor reports/records/metrics
Ensure response times for Help Calls during government core work hours are met. Maintain help desk support coverage IAW para 2.2.d through 2.2.s and as specified in para. 3.9.h and 3.9.i.	See attachment.	• Review and validate contractor reports/records/metrics

1) Quality Assurance of products/service/schedule. (PWS Section 3.8)
Zero to 2% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
3-4% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
5-6% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
7-8% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
9-10% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
11-14% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
15-19% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 20% error rate = unsatisfactory effort = Award Fee of 0

2) Provide coverage of all critical operational areas during core work hours (PWS Section 3.8 and 3.9)
Response Time under 1 hour = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Response Time at 1 hour= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Response Time at 1.5 hours = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Response Time at 2 hours = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Response Time at 2.5 hours = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Response Time at 3 hours = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Response Time at 3.5 hours = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Response Time greater than 4 hours = 96% unsatisfactory effort = Award Fee of 0

3) Response Times 0600-1700 hrs (PWS Sections 3.8 and 3.9)
Response Time under 2 hours = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Response Time at 2 hours= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Response Time at 2.5 hours = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Response Time at 3 hours = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Response Time at 3.5 hours = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Response Time at 4 hours = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Response Time at 4.5 hours = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Response Time greater than 5 hours = 96% unsatisfactory effort = Award Fee of 0

Performance Objective for COST	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure accurate cost data collection and reporting.	See attachment.	• Review/validate contractor reports
Provide effective, efficient, leadership/vision/resource management to deliver high quality products/services/customer financial value	See attachment.	• Review/validate contractor reports • Conduct independent surveys
Ensure overall task is completed within costs negotiated on the task order.	See attachment	• Review/validate contractor reports
Provide effective cross training in Operations & Maintenance of SPS and Interfaces, Data Entry and Help Desk areas is critical to daily operations.	See attachment.	• Review/validate contractor reports

1) Accuracy of cost data collection and reporting. (PWS section 3.11)

Zero to 1% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
2% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
3% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
4% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
5% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
6% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
7% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 7% error rate = unsatisfactory effort = Award Fee of 0

2) Provide effective, efficient, leadership/vision/resource management to deliver high quality products/services/customer financial value (PWS section 3.8 and 3.11)

Satisfaction Surveys at 98-100% level, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction Surveys at 95-97% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction Surveys at 90-94%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%

Satisfaction Surveys at 85-89%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction Surveys at 80-84%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction Surveys at 75-79% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction Surveys at 70-74%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction Surveys at or below 70% unsatisfactory effort = Award Fee of 0

3) Overall Task completed within negotiated cost. (PWS section 3.11)

Zero to 1% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
2% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
3% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
5% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
6% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
7% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
9% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 10% error rate = unsatisfactory effort = Award Fee of 0

4) Provide effective cross training in critical areas of support. (PWS section 3.8)

Response Time under 2 hours = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Response Time at 2 hours = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Response Time at 2.5 hours = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Response Time at 3 hours = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Response Time at 3.5 hours = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Response Time at 4 hours = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Response Time at 4.5 hours = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Response Time greater than 5 hours = 96% unsatisfactory effort = Award Fee of 0

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

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OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MISC
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0030	F. CONTRACTOR: **Jacobs Technology, Inc.**
1. DATA ITEM NO.: **B001**	2. TITLE OF DATA ITEM: **TECHNICAL REPORT – STUDY/SERVICES**	3. SUBTITLE: **Software Analysis Report**
4. AUTHORITY *(Data Acquisition Document No.)*: **DI-MISC-80508B**	5. CONTRACT REFERENCE: **SOW Para 3.2.c, 3.9.b**	6. REQUIRING OFFICE: **NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
N/A		**N/A**	**SEE BLK 16**

Block 4: Update may be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by Government prior to delivery.

Block 12 & 13: Reports shall be delivered as defined in the individual Work Orders and/or Action Items.

Block 14: Reports shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery. In the event Work Order and/or Action Item request an oral presentation Contractor shall present the material to the Government as well as deliver electronic media.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES: Draft	Final: Reg	Final: Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**100617**	Barbara Joyner **DRRB Chairperson**	**100617**

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: IPSC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Analysis Support Services	N68936-08-D-0016, T.O. 0030	**Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B002	**SOFTWARE DESIGN DESCRIPTION (SDD)**	

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-IPSC-81435A	**SOW Para 3.3.a**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Document may be in contractor format as long as DID is used for guidance

Block 9: Distribution Statement shall be provided by Government prior to delivery.

Block 12 & 13: Documents shall be delivered as defined in the individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Documents shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**100617**	Barbara Joyner **DRRB Chairperson**	**100617**

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MGMT
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0030	F. CONTRACTOR: **Jacobs Technology, Inc.**
1. DATA ITEM NO.: **B003**	2. TITLE OF DATA ITEM: **INTEGRATED MASTER SCHEDULE (IMS)**	3. SUBTITLE: **Milestone Schedule**
4. AUTHORITY *(Data Acquisition Document No.)*: **DI-MGMT-81650**	5. CONTRACT REFERENCE: **SOW Para 3.3.a**	6. REQUIRING OFFICE: **NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

Block 4: Schedule may be in contractor format as long as DID is used for guidance

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Schedule shall be delivered as defined in the individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Documents shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES: Draft	Final: Reg	Final: Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**100617**	Barbara Joyner **DRRB Chairperson**	**100617**

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
Analysis Support Services	N68936-08-D-0016, T.O. 0030	**Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B004	**TECHNICAL REPORT – STUDY/SERVICES**	**Implementation Plan**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.3.a**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Plan may be in contractor format as long as DID is used for guidance

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Plan shall be delivered as defined in the individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Plan shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**100617**	Barbara Joyner **DRRB Chairperson**	**100617**

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: FNCL
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0030	F. CONTRACTOR: **Jacobs Technology, Inc.**
1. DATA ITEM NO.: **B005**	2. TITLE OF DATA ITEM: **MANHOUR ESTIMATE, TECHNICAL COST PROPOSALS**	3. SUBTITLE: **Action Item Cost Estimate**
4. AUTHORITY *(Data Acquisition Document No.)*: **DI-FNCL-81116**	5. CONTRACT REFERENCE: **SOW Para 3.3.a**	6. REQUIRING OFFICE: **NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**N/A**	**SEE BLK 16**

Block 4: Estimate may be in contractor format as long as DID is used for guidance

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Estimate shall be delivered as defined in the individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Estimate shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION	b. COPIES		
a. ADDRESSEE	Draft	Final Reg	Final Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**100617**	Barbara Joyner **DRRB Chairperson**	**100617**

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MCCR
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0030	F. CONTRACTOR: **Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B006	**COMPUTER SOFTWARE PRODUCT END ITEMS**	

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MCCR-80700	**SOW Para 3.4.a**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Format shall comply with Paragraph 2.1.1 of SOW.

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Software Products shall be delivered as defined in the individual Work Orders and/or Action Items

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES: Draft	Final: Reg	Final: Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**100617**	Barbara Joyner **DRRB Chairperson**	**100617**

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: ADMN
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0030	F. CONTRACTOR: **Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B007	**REVISIONS TO EXISTING GOVERNMENT DOCUMENTS**	**On Line Update of Documentation**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-ADMN-80925	**SOW Para 3.5.c**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**QTRLY**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Documentation will be maintained in original format (Microsoft Word or Excel).

Block 9: Distribution Statement shall be provided by the Government prior to delivery. Subsequent updates shall be quarterly after the first submission.

Blocks 12 & 13: Subsequent updates shall be quarterly after the first submission 31 December. Subsequent updates shall be quarterly after the first submission. All documents will be delivered (via softcopy) and reviewed by the Technical Assistant annually.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES: Draft	Final: Reg	Final: Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**100617**	Barbara Joyner **DRRB Chairperson**	**100617**

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CONTRACT DATA REQUIREMENTS LIST
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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MCCR
D. SYSTEM/ITEM Analysis Support Services	E. CONTRACT/PR NO. N68936-08-D-0016, T.O. 0030	F. CONTRACTOR **Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B008	**COMPUTER SOFTWARE PRODUCT END ITEMS**	**Tailoring of Existing Documentation**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MCCR-80700	**SOW Para 3.7.d**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Contractor format may be used subjected to Government approval.

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Software Products shall be delivered as defined in the Individual Work Orders and/or Action Items.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**100617**	Barbara Joyner **DRRB Chairperson**	**100617**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: IPSC
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0030	F. CONTRACTOR: **Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B009	**SOFTWARE USER MANUAL (SUM)**	**Operations & Maintenance Documentation**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-IPSC-81443A	**SOW Para 3.7.e**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Documentation may be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to delivery.

Block 12 & 13: Documentation shall be delivered as defined in the Individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Documentation shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES: Draft	Final: Reg	Final: Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**100617**	Barbara Joyner **DRRB Chairperson**	**100617**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER: MISC
D. SYSTEM/ITEM: Analysis Support Services	E. CONTRACT/PR NO.: N68936-08-D-0016, T.O. 0030	F. CONTRACTOR: **Jacobs Technology, Inc.**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B00A	**TECHNICAL REPORT – STUDY/SERVICES**	**Desk Guide**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.7.f**	**NAWCWD 254E00D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**See Block 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**N/A**	**SEE BLK 16**

Block 4: Desk Guide may be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provide be the Government prior to delivery.

Block 12 & 13: Desk Guide shall be delivered as defined in the Individual Work Orders and/or Action Items. Upon approval of document all modifications must be approved by the Government prior to implementation.

Block 14: Desk Guide shall be delivered in an electronic format agreed upon by both Government and Contractor prior to first delivery. Upon approval Desk Guide shall be filed in the Business Systems Office Documentation Library.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 254E00D	**0**	**2**	**0**
Code 721000D		**LTR**	**ONLY**
15. TOTAL	**0**	**2**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air, Weapons Division, China Lake, CA 93555-6100	**100617**	Barbara Joyner **DRRB Chairperson**	**100617**

DD Form 1423-1, 1 Jun 9090

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0031	2010 Oct 01	1300180131	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254300D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,348,160.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		3,820	Hours		$474,685.00
	Signals Warfare Branch support CPAF - In accordance with section C of the Performance Work Statement. This task order is severable. FOB: Destination				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$474,685.00

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000101	For Navy Accounting purposes only		
CIN: 130018013100001		ACRN AA	$60,000.00
PURCHASE REQUEST NUMBER: 1300180131			

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000102	For Navy Accounting purposes only PATRIOT Funding		
CIN: 130018013100002		ACRN AB	$20,000.00
PURCHASE REQUEST NUMBER: 1300180131			

TEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		3,500	Hours		$461,693.00

Signals Warfare Branch support

CPAF - In accordance with section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$461,693.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		3,060	Hours		$411,782.00

Signals Warfare Branch support

CPAF - In accordance with section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$411,782.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
Signals Warfare Branch Support
Contract N68936-08-D-0016, T.O. 0031
13 September 2010

Applicable Contract SOW Paragraph Numbers: 3.1, 3.3, 3.6, 3.7, 3.8.1.2 and 3.9

1 Scope. The scope of this task order includes analyzing, designing/building, testing, and performing exploratory development work on components, devices and systems used in receiving, processing and exploitation of electromagnetic signals. CM/DM functions are required in support of all aspects of the associated specific projects.

1.1 Background. The current signal processing systems under development in the Signals Warfare Branch, include the CLUSTER POINTER system and the RETRIEVER and BEAGLE variants of the CLUSTER POINTER system.. All of these systems share a common controller interface based on the BOSEN Controller software, developed within Code 452400D. These systems require software development support and Configuration management/Data Management functions. The controller software is developed and hosted on a SOLARIS based UNIX environment. The PATRIOT Radar Phase A and Phase B, projects, and Project Conversation are additional projects within the Signals Warfare Branch that require CM/DM support.

Additional components of these systems include signal processors or sensors that are based on the VME Bus architecture, using single-board-computer embedded processors, digital signal processors, and radio frequency components.

2 Applicable Documents. The following documents are applicable to this PWS to the extent specified herein. The Government will provide the Contractor with the latest version of the following documents. Specifications and Standards are to be used as a guide only.

2.1 Specifications, Standards, And Handbooks.

a. DOD-STD-2167: Defense System Software Development (as a guide only)

2.2 Other Government Documents, Drawings, And Publications.

a. BOSEN Controller specifications
b. BOSEN Network (Ethernet type LAN) specifications and guidelines
c. Software Program Description Documents
d. BOSEN Documentation Plan
e. BOSEN Controller Operations & Maintenance Manual
f. BOSEN MATE Operations and Maintenance Manuals
g. BOSEN Change Request Form
h. Training Plan/Specification

2.3 Other Documents.

a. Solaris commercial documentation and on-line documentation
b. SunSoft Workshop - Visual WorkShop for C++ manuals and on-line documentation
c. X-Windows programming and reference guides by O'Reilly & Associates, Inc.
d. Navy-ERP Non-Disclosure Document

3 **Performance Requirements.** The Government will require material procurements, travel and overtime in support of the requirements of this Task Order. The Government will provide tasking via the Contractor's "in-basket" electronically or hardcopy.

3.1 Project Management.

The Contractor shall perform project management duties. These duties shall include, but not be limited to:

a. Provide recommendations on project activities and conduct cost/performance analyses related to research, development, design, integration, test, and operation.

b. Perform as the Project Manager responsible for overall planning, budget, schedule, execution/implementation, and operations of a project.

c. Perform project management functions in support of the Government, such as: requirements gathering, analysis and management; project planning; systems analysis; risk analysis and mitigation; procurement ancillary to project development efforts; and proposal development and refinement.

d. Provide oversight of the cost, schedule, and performance aspects of the project.

e. Provide recommendations on long range program control, including identifying potential problem areas and assessing risks associated with project performance.

f. Develop, document, and keep current all policies, procedures, processes, and guidance required. In some cases the Government will be required to issue formal directives, and will require Contractor assistance in the development of content and/or documents.

g. Ensure that all physical, personnel, information, and information systems security policies and procedures are addressed and followed as appropriate.

3.2 Systems Engineering.

The Contractor shall provide systems engineering support, such as:

a. Hardware and Software requirements analysis, design, build, integration and test support. Procurement support may be required to buy materials necessary to build, integrate, and test systems supported under this PWS.

b. Engineering support for the migration, integration and development of new capabilities and functionality, or the evolution of new systems.

c. Integration of new products (Hardware and/or Software), to include Government, Commercial, and Custom built, into new, existing, or modified product lines.

d. Installation and maintenance of system resources (Hardware and Software) at sites, as identified by the Technical Assistant and which are necessary for the primary software and hardware design and development efforts of this Task Order.

3.3 Software Engineering.

The Contractor shall provide software engineering support to include research, development, integration, test, evaluation, proof of concept development, and analysis of software and tools. Software shall be developed to support Government efforts related to development of Signals Warfare Branch systems, or to create support environments or support data necessary to model, simulate or evaluate test results. The Contractor shall integrate the developed software into the specified systems environment, including delivery of necessary hardware to the

appropriate laboratory, such as hardware modified by the contractor, and prototypes developed by the contractor. The Contractor shall follow software development guidelines using applicable Government or industry standards, in accordance with the applicable documents referenced in Section 2.1a, 2.2a-2.2h, and 2.3a-2.3c.

3.4 Documentation and CM/DM Support.

Documentation shall be in support of the above systems to include, but not be limited to: technical manuals, operator and maintenance manuals, and training materials. The Contractor shall:

a. Prepare and develop, using existing documentation format, concise, accurate, and logically flowing manuals from rough draft material.

b. Revise, update, and prepare for distribution, manuals and other instructional materials relating to signals exploitation systems in accordance with Change Requests.

c. Submit documentation electronically to the Technical Assistant (TA) for review and approval.

d. Provide configuration management and control of system software, hardware, manuals, locations and disposition of systems that have been delivered to the Fleet, and tracking of System Problem Reports (SPRs) in the SPR database. Maintain the Inventory Data Base.

e. Provide conference minutes, technical reports, trip reports and presentation materials as needed.

f. Track the financial status of funding documents related to the Signals Warfare Branch Projects supported, and prepare monthly, quarterly, and/or yearly financial reports as required by the specific project sponsors.

3.5 Subtask Reporting.

The Contractor shall provide subtask reporting as follows:

CLUSTER POINTER – Software
CLUSTER POINTER – CM/DM
RETRIEVER – Software
RETRIEVER – CM/DM
BEAGLE – Software
BEAGLE – CM/DM
PATRIOT – Software
PATRIOT – CM/DM

3.6 Non-Disclosure Document. A Navy-ERP Non-Disclosure document shall be signed, dated and provided to the Government for each Contractor performing tasking under paragraph 3.4 prior to charging to the Task Order, in accordance with the document referenced in 2.3d.

4.0 Security Requirements

4.1 Sensitive Compartmented Information (SCI) Access. The contractor will require non-substantial SCI access in the performance the contract requirements. Total labor hours executed against requirements requiring SCI access will be less than 2000 hours for each year of the task order. The contractor will not be required to store SCI materials or maintain an SCI facility. All SCI work will be conducted in facilities authorized by the U.S. Government. The contractor's primary SCI work site will be onboard NAWCWD China Lake, however the contractor will be required to conduct work in other SCI facilities on occasion while on travel.

The contractor will develop and integrate software with Government developed software and systems that are operated at the SCI level within Government owned SCI facilities and on SCI accredited software development

equipment. The contractor will require routine access to the government SCIF, and will require access to SCI information in order to complete the required integration tasks.

The contractor will be required to travel and attend meetings held at the T/S-SCI clearance level within facilities authorized by the U.S. Government for SCI work. Details and arrangements for such meetings and travel will be handled through the contract Technical Assistant and the NAWCWD Special Security Office (SSO).

4.2 COMSEC requirements. The contractor will be required to work in SCI facilities where Secure Telephone Equipment (STE) instruments are available for use. The contractor will occasionally be required to use the STE equipment to communicate securely with personnel at other facilities in order to accomplish the contract objectives.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 30-SEP-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000576263
AMOUNT: $60,000.00
CIN 130018013100001: $60,000.00

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000576263
AMOUNT: $20,000.00
CIN 130018013100002: $20,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Top Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 through 30 Sep 2013

6. Overtime:

   a. No more than 240 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS

Attachment (1) Quality Assurance Surveillance Plan (QASP)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0031

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BI-ANNUALLY

AWARD FEE FACTORS

Performance -50 % **(weight)** **Performance, Schedule and Cost must add to 100%**

CRITICAL PERFORMANCE FACTORS FOR THIS TASK ORDER ARE::

1. Accuracy of products produced
2. Level of technical guidance or intervention required by Government to perform under this PWS.
3. Contractor's initiative in anticipating and solving problems efficiently and effectively.

Schedule - 30% **(weight)**

CRITICAL FACTORS IN THE SCHEDULE FOR THIS TASK ORDER ARE:

1. Quick response to changing requirements
2. Ability to develop effective solutions to requirements in a timely manner
3. Timely notification to Government regarding slippage.
4. Timely Submission of Financial Reporting.
5. Timely updates of financial and data base records.

Cost - 20% **(weight)**

CRITICAL FACTORS IN THE COST FOR THIS TASK ORDER ARE:
:

1. Effective cost control, actuals close to estimates for individual elements.
2. Noticeable savings in labor and funds shown by the effective implementation of tasking.
3. No cost growth, overall task is completed within cost negotiated on the Task Order.

EVALUATOR	DATE

CRITICAL PERFORMANCE FACTORS:

Satisfaction Level 0-70: Unsatisfactory - Award Fee Range 0%-59%
- Products and services were incomplete, and did not meet most of the requirements of the PWS.
- Discrepancies in deliverables were serious and required extensive time and effort to correct.
- Recommendations made by the contractor were ineffective.

Satisfaction Level 80: Marginal –Award Fee Range 60%-69%
- Products and services did not meet some of the requirements in the PWS.
- Discrepancies in deliverables were serious and required some time to correct
- Recommendations made by the contractor were only marginally effective.

Satisfaction Level 90: Satisfactory – Award Fee Range 70%-79%
- Products and services were complete, accurate and complied with the PWS.
- Discrepancies in deliverables were minor and were easily corrected.
- Recommendations made by the contractor were satisfactory.

Satisfaction Level 100: Good – Award Fee Range 80%-85%
- Products and services exceeded some of the requirements in the PWS.
- Discrepancies in deliverables were infrequent, minor and were easily corrected.
- Recommendations offered were effective.

Satisfaction Level 110: Very Good – Award Fee Range 86%-90%
- Products and services exceeded many of the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were infrequent, and corrections were rarely required.
- Recommendations offered by the contractor were highly effective.

Satisfaction Level 120: Exceptional– Award Fee Range 91%-95%
- Products and services did exceed the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were scarce, and corrections were not required.
- Recommendations offered by the contractor were highly effective for both the customer and the cost.

Satisfaction Level 130: Outstanding– Award Fee Range 96%-100%
- Products and services did exceed and went far above the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were null, and corrections were not required.
- Recommendations offered by the contractor were highly effective for the customer, cost, and the over all benefit of the project.

Method of Performance Assessment:
Quality: Review performance to the requirements as defined in the PWS, customer surveys, and contractor reports.

CRITICAL SCHEDULE FACTORS:

Satisfaction Level 0-70: Unsatisfactory - Award Fee Range 0%-59%

- Compliance to delivery schedule did not meet most of the requirements of the PWS.
- Contractor did not implement corrective action to recover from schedule slips.
- The excessive schedule slips caused overall serious impacts to overall program objectives.

Satisfaction Level 80: Marginal –Award Fee Range 60%-69%

- Compliance to delivery schedule did not meet some of the requirements of the PWS.
- Contractor's attempts to recover from schedule slips were only marginal effective.
- The frequent schedule slips caused some serious impacts to overall program objectives.

Satisfaction Level 90: Satisfactory – Award Fee Range 70%-79%

- Compliance to delivery schedule met the requirements of the PWS.
- Contractor implemented corrective actions to recover from schedule slips.
- The occasional schedule slips caused some minor impacts to overall program objectives.

Satisfaction Level 100: Good – Award Fee Range 80%-85%

- Compliance to delivery schedule exceeded some of the requirements of the PWS.
- Contractor corrective action to recover from schedule slips was effective.
- The infrequency of schedule slips was beneficial to overall program objectives.

Satisfaction Level 110: Very Good – Award Fee Range 86%-90%

- Compliance to delivery schedule exceeded many of the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective.
- The tight adherence to schedule requirements were beneficial to overall program objectives

Satisfaction Level 120: Exceptional– Award Fee Range 91%-95%

- Compliance to delivery schedule exceeded the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective and accurate.
- The tight adherence to schedule requirements was beneficial, and effective to overall program objectives.

Satisfaction Level 130: Outstanding– Award Fee Range 96%-100%

- Compliance to delivery schedule exceeded and went beyond the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective, accurate, and contributed to adding additional customers.

- The tight adherence to schedule requirements were beneficial and customer motivated to the overall program objectives

Method of Performance Assessment:
Schedule: Review work request tasking schedule, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

COST FACTORS:

Unsatisfactory-0-59

- Contractor's lack of ability to forecast, manage, and control costs, caused excessive increase in costs.
- Contractor's expenditure of hours was not appropriate for products and services provided.

Satisfaction Level 80: Marginal –Award Fee Range 60%-69%

- Contractor's lack of ability to forecast, manage, and control costs, caused some increase in costs.
- Contractor's expenditure of hours was sometimes not appropriate for products and services provided.

Satisfaction Level 90: Satisfactory – Award Fee Range 70%-79%

- Contractor's forecast, management, and control of costs met requirements, and the costs remained constant.
- Contractor's expenditure of hours was appropriate for products and services provided.

Satisfaction Level 100: Good – Award Fee Range 80%-85%

- Contractor's forecast, management, and control of costs exceeded requirements, and some cost savings were beneficial to the government.
- Contractor's expenditure of hours was effective for products and services provided.

Satisfaction Level 110: Very Good – Award Fee Range 86%-90%

- Contractor's forecast, management, and control of costs exceeded requirements, and all cost savings were beneficial to the government.
- Contractor's expenditure of hours was beyond effective for products and services provided.

Satisfaction Level 120: Exceptional– Award Fee Range 91%-95%

- Contractor's forecast, management, and control of costs exceed requirements, and vast cost savings were beneficial to the government.
- Contractor's expenditure of hours was highly effective for products and services provided.

Satisfaction Level 130: Outstanding– Award Fee Range 96%-100%

- Contractor's forecast, management, and control of costs exceed requirements, and vast cost savings were overwhelmingly beneficial to the government.
- Contractor's expenditure of hours was far beyond highly effective for products and services provided.

Method of Performance Assessment:
Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0032	2010 Oct 01	1300180263	

6. ISSUED BY CODE N68936

CDR NAWCWD CODE 254300D
ATTN: D. POTTS
(760) 939-4769
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY

NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141

NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar

Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $15,216,944.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		46,761	Hours		$5,209,310.00

RCC Aircraft Flight Data, Telemetry
CPAF - In accordance with Section C of the Performance Work Statement.
This task order is severable.
FOB: Destination
PURCHASE REQUEST NUMBER: 1300180263

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$5,209,310.00

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000101	For Navy Accounting Purposes Only		
CIN: 130018026300001		ACRN AA	$3,500,000.00

PURCHASE REQUEST NUMBER: 1300180263

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		47,901	Hours		$5,404,283.00

RCC Aircraft Flight Data, Telemetry
CPAF - In accordance with Section C of the Performance Work Statement.
This task order is severable.
FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$5,404,283.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		39,145	Hours		$4,603,351.00

RCC Aircraft Flight Data, Telemetry

CPAF - In accordance with Section C of the Performance Work Statement.

This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$4,603,351.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT
FOR
RANGE CONTROL CENTER (RCC) AIRCRAFT FLIGHT DATA, TELEMETRY and OPTICAL DATA PROCESSING SUPPORT
N68936-08-D-0016, T.O. 0032
1 October 2010

Applicable Contract SOW Paragraph Numbers: 3.1.1, 3.2, 3.3, 3.4.1, 3.4.4, 3.5, 3.9, 3.10, 3.11, and 3.12

1 Scope. The scope of this Task Order includes: optical data processing; aircraft instrumentation data reduction; Land Range Data Center support; aircraft post-flight digitizing operations; data analysis and data products generation; system administration; software development; facility engineering, development, maintenance and operations; RCC Telemetry Test Bay support; and RCC video operations support.

1.1 Background. The Land Range Data Systems Branch (Code 52720MD), Range Data Systems Division, Pacific Ranges & Facilities Department is tasked with real-time telemetry display support, and data reduction support to a variety of customers, including but not limited to F/A-18, AV-8B, JSOW, AIM-9X, HARM and FMS programs.

2 Applicable Documents. The Contractor shall access the most recent version of the applicable documents via the following Websites, or the government will provide access to the documents on site if not available as a website.

2.1 Desktop Procedures for Optical Data Processing Support
2.2 SECNAVINST 5510.36 Chapter 6 "Marking"
2.3 NAWCWD Command Mailroom Customer Mailing Guide
2.4 Classified Wrapping & Mailing Information
2.5 NAWCWD Correspondence Serial Log Guide
2.6 Desktop Procedures for Land Range Data Center
2.7 Desktop Procedures for Flight Data Digitizing Operations
2.8 Remanance Security Guidebook http://www.fas.org/irp/doddir/navy/5239_26.htm
2.9 Desktop Procedures for Flight Data Products
2.10 SA appointment documents located at https://wingspan.nawcwd.navy.mil/vulcan/
2.11 Desktop Procedures for System Administration DODD 8500.1 Information Assurance (IA)
2.12 DODD 8500.1 Information Assurance (IA)
2.13 DODI 8500.2 IA Implementation
2.14 DODI 5200.40 DOD Information Technology Security Certification and Accreditation Process (DITSCAP)
2.15 CJCSM 6510.01 Defense-In-Depth: IA and Computer Network Defense
2.16 CJCSI 6510.01C Information Assurance and Computer Network Defense
2.17 SECNAVINST 5239.3 DON Information System Security (INFOSEC) Program
2.18 OPNAVINST 5239.1B Navy IA Program
2.19 NAVAIRINST 5239.2 NAVAIR INFOSEC Program
2.20 NAWCWDINST 5239.1 NAVAIRWARCENACDIV INFOSEC Program
2.21 DOD 5200.2-R Personnel Security Program
2.22 CNSSI 4013 National Information Assurance Training Standard for System Administrators
2.23 DOD 8570.01-M Information Assurance Workforce Improvement Program

The Government will provide original equipment manufacturer (OEM) Manuals in the vicinity of the equipment used in the tasking.

2.24 Clinger-Cohen Act: This clause is **required** in all IT procurements. In 1996, Congress enacted the Clinger-Cohen Act (CCA), requiring agencies to use a disciplined capital planning and investment control process to acquire, use, maintain and dispose of information technology. Per CCA, OSD Memo of 08 Mar 2000, the DoD 5000.2 of 13 May 2003, and SECNAVINST 5000.2C of 19 Nov 2004, CCA compliance is required for all programs

that contain IT, including IT in weapons and weapons system programs. The law provides authority to the agency's CIO to manage IT resources effectively. The authority to grant compliance with CCA and approve the Information Assurance strategy depends on the Acquisition Category (ACAT).

2.25 System Software / Application Compliance: "All Information Technology Systems or software/application development, modification or support shall be performed in accordance with Defense Business Transformation guidance (formerly Business Management Modernization Program (BMMP)), DON/NAVAIR Functional Area Manager (FAM) Policies and Guidance, Network and Server Registration, and Web Enablement mandates."

2.26 Information Assurance (IA): This is required on all DON Contracts All Information Technology Systems or software/application development, modification or support shall be performed in accordance with Defense Business Transformation guidance (formerly Business Management Modernization Program (BMMP)), DON/NAVAIR Functional Area Manager (FAM) Policies and Guidance, Network and Server Registration, and Web Enablement mandates.

All IA shall be in compliance with the following listed instructions to include those referenced within the below listing:

-- SECNAV M-5239.1 DoN Information Assurance Program; Information Assurance Manual
-- National Industrial Security Operating Manual (NISPOM)
-- CJCSI 6211.02 (series) --Defense Information System Network (DISN): Policy Responsibilities and Processess of 31 July 2003
-- CJCSI 6212.01 (series) --Interoperability and Supportability of Information Technology and National Security Systems
-- DoDD 8100.1--Global Information Grid (GIG) Overarching Policy
-- DoDD 8500.1--Information Assurance
-- DoDI 8500.2--Information Assurance Implementation
-- DoDI M-8510.1--DoD Information Technology Security Certification and Accreditation Process (DITSCAP) Application Manual
-- DoDI 5200.40, "DoD IT Security Certification and Accreditation (C&A) Process (DITSCAP)," 30 Dec 1997
-- CNO N614/HQMC C4--Navy-Marine Corps Unclassified Trusted Network Protection (UTN-Protect) Policy, Version 1.0, 31 October 2002

3 Performance Requirements.

3.1 General. The Government may require travel, training and overtime in support of this Task Order. The Government will require the Contractor to operate Government-owned vehicles (USN), when available, on- and off-Center while performing tasks under this Statement of Work. The Government Furnished Property (GFP) is part of a network that is administered by the Government.

3.2 Aircraft Instrumentation Data Reduction and Optical Data Processing Support.

3.2.1 <u>Optical Data Processing Support</u>. The Contractor shall:

a. Provide editing, reading and processing of optically recorded data on film or video during normal working hours using Government supplied software on PCs, video recorders/players and video reading systems to produce miss distance, trajectory, impact location, or related calculated parameters derived from the recorded data.

b. Operate film and video reading equipment (in accordance with paragraph 2.1) using computer facilities for data preparation and verification at the Land Range Data Systems Branch.

c. Perform the following for each range test requiring optical data reduction based on requirements defined in the Specification Sheet for a given test as follows: determine the time slices of video or film

data to be read, edit each video tape or roll of film; produce a data quality/coverage report for each video tape or roll of film, read selected portions of the data to determine the azimuth and elevation readings for each data frame and offsets for both calibration targets and the item(s) to be tracked; set up data processing files; run n-station solution software to determine the item trajectory and associated calculated parameters; and produce the final output product on customer specified media type(s).

d. Maintain and update a database so that productivity metrics can be readily generated for the current FY, current CY, or for historical trends over several years. Metrics should be able to be generated, at a minimum, for number of frames of film and video read, and number of tests processed during a given time period.

e. Travel to the site of range tests to observe the instrumentation setup and operation on an occasional basis; provide to the TA observations and recommendations pertinent to the data reduction process based on observing a given test.

f. Log and track all incoming test data records and associated documents using the existing database.

g. Maintain and update desktop procedures (paragraph 2.1) and provide to TA/ATA (technical assistant/alternate technical assistant) for approval before implementing changes.

3.2.2 Land Range Data Center. The Contractor shall:

a. Accept Customer Data Requests either electronically or via hard copy using existing Data Request Forms; ensure Customer Data Requests contain all necessary information to process the customer data request including classification of input data and output data product; and return any incomplete Data Request Form to the customer.

b. Provide assistance to customers who need help in completing a data request form.

c. Enter Data Requests into the Flight Data Reduction Status DataBase (FDRSDB) within 60 minutes of receipt of properly filled out customer data request form.

d. Provide the capability to receive and store data items during normal working hours.

e. Respond to customer inquiries via email or telephone regarding the current status of a given data request(s).

f. Keep written or electronic records of all data received and distributed to customers or Land Range personnel.

g. Act as focal point for the Land Range for the receipt and distribution of test-related data products.

h. Ensure that all data products received from or transmitted to Land Range personnel or Land Range customers contain all the necessary classification markings per paragraph 2.2.

i. Return to the customer any incorrectly marked data products (meaning missing classification sticker, distribution statement, or other required security markings). NOTE: The Contractor is not responsible for incorrect classification markings provided by the customer.

j. Notify customers (as identified in paragraph 1.1) that completed data product is available and all required classification markings are present per paragraph 2.2. If necessary, mail completed data package per paragraphs 2.2, 2.3, 2.4, and 2.5.

k. Maintain desktop procedures (paragraph 2.6) and submit to TA/ATA for approval before implementing changes.

l. Provide courier services for customers when requested.

3.2.3 Aircraft Post-Flight Digitizing Operations. The Contractor shall:

a. Operate the flight data digitizing systems during working hours 0700 – 2400 per paragraph 2.7.

b. Verify data quality and generate Data Discrepancy Reports on all problems encountered in processing aircraft data tapes, and forward Data Discrepancy Reports electronically (via email) to the appropriate Flight Test Engineer (identified on the Configuration Sheet that comes with the flight media) and aircraft instrumentation personnel within one (1) hour of the problem being identified.

c. Execute the appropriate data reduction programs to process the data as requested by the customer.

d. Maintain records of all data processing tasks in the existing FDRSDB (start time, stop time, etc.).

e. Maintain desktop procedures (paragraph 2.7) for digitizing operations and present to TA/ATA for approval when updates are made.

3.2.4 Data Analysis and Data Products Generation. The Contractor shall:

a. Process flight test data by executing a variety of existing data reduction/analysis software during normal working hours. Specific software utilized depends on the type of data to be processed. Current aircraft data types include, but are not limited to, MIL-STD-1553 (muxall, hpm, and hpc), IDAP for AIM-9X, MMU (Missile Memory Unit), IDU and IDB. Time Space Position Information (TSPI) data types can include ALRITE Laser, GPS (Global Positioning System), and CTDF (Common Test Data Format). Other data types may arise in the future.

b. Process all non-urgent (routine) data requests within 3 working days of receipt at the Land Range Data Center. All urgent requests will be completed within 1 working day of receipt at the Land Range Data Center. Flex Fridays, Saturdays, Sundays, and Holidays are not counted as working days. The TA/ATA must approve exceptions to this policy.

c. Verify data quality and provide Data Discrepancy Reports electronically (via email) to the TA and other identified individuals/organizations on all data quality problems encountered on any flight or ground test.

d. Maintain records of all data processing tasks in the existing FDRSDB (start time, stop time, etc.).

e. Generate an FDRSDB record of when the customer-provided media was received, processed and returned. This record shall reflect the date of receipt, time required to process and date of return to customer.

f. Degauss tapes per paragraph 2.8 when approved by the TA or a designated representative.

g. Duplicate flight data sets if requested on the Data Request form.

h. Maintain desktop procedures (paragraph 2.9) for flight data products generation and present to TA/ATA for approval when updates are made.

3.2.5 System Administration. The Contractor shall:

a. Maintain the present data reduction facility and update the production software on both the classified and unclassified computer systems to be consistent with current software upgrades for all system and third party software.

b. Have experience in computer systems operations so that judgement can be exercised and initiative taken in the performance of the identified tasks Computer system operations shall be performed in accordance with paragraph 2.10.

c. Provide computer systems operation support in accordance with paragraph 2.10 for powering systems up/down, re-booting, recovery of lost files, restoration of archived files, creation of new user accounts, account maintenance, and maintenance of user tape library.

(1) Account maintenance duties consist of the management of resources made available to the user, such as allocated disk space per user and file access privileges, additions defined by the TA.

(2) Correctly mark and store backup/archive tapes/disks.

d. Ensure all media used in the computer facilities are either new media or media that have been properly degaussed per paragraph 2.8.

e. Archive all flight data sets to a long-term storage medium. Archival is defined as the copying of flight data to a higher density, smaller form factor magnetic media for long-term on-line or near-line storage for immediate retrieval.

f. Ensure facility computer systems are operational 24 hours per day, 7 days per week.

g. Maintain desktop procedures (paragraph 2.11) and present to TA/ATA for approval before any changes are implemented.

h. Have System Administrators appointed and approved as established by the government in references 2.11 through 2.22.

3.2.6 Software Development. The Contractor shall:

a. Identify and analyze entries contained in and Test Track Pro to determine if any software applications need to modified/developed to address a software failure, add a feature to meet a customer (as defined in paragraph 1.1) requirement, or develop a new software suite to address functionally new requirements.

b. Provide requirements definition and system design documentation, develop the system, provide system test plans, test and deliver the system.

c. Post software discrepancies, failures, and modifications to Test Track Pro.

d. Participate in the Range Data Systems Division software configuration management process improvement team.

e. Provide software engineering for the digitizing systems.

f. Provide software engineering for the optical data reduction systems.

g. Provide software development and software maintenance for the Test Resource Management System (TRMS).

h. Perform tasks identified in 3.2.6 a through g during normal working hours.

3.2.7 Facility Engineering, Development, Maintenance and Operations. The Contractor shall:

a. Have experience in computer systems operations so that judgement can be exercised and initiative taken in the performance of the identified tasks. Computer system operations shall be performed in accordance with paragraph 2.10.

b. Provide personnel with technical expertise in Airborne Telemetry, Aircraft Instrumentation, Telemetry and Data Reduction field so that judgment can be exercised and initiative taken in support to meet customer (as defined in paragraph 1.1) requirements, or develop new systems suited to address functionally new requirements.

c. Perform general housekeeping duties in the computer room(s) to help maintain an industry clean, safe environment (i.e., cleaning tape drives and printers, vacuum equipment, stocking supplies, keep computer room straightened and clean of debris).

d. Monitor supplies and notify the TA/ATA of shortages before those shortages cause delays in responding to customer data requests. Shortages are predicated on "lead time" of item and weekly usage rate based on normal workload.

e. Maintain and update equipment configuration documents for all systems to show the current hardware configuration and floor plans and develop documentation in a PC compatible application. All proposed changes shall be presented to the TA/ATA for review and approval prior to implementation. The configuration documents and floor plans must be readily available to TA/ATA upon request.

f. Provide maintenance, troubleshooting, and repair for non-NMCI computer systems, such as (but not limited to) video and Omega 3000 systems related equipment, and peripherals not under any existing maintenance contract.

g. Maintain the NAVAIR Data Warehouse and digital tape equipment such that they remain in an operational state per the OEM recommendations. Equipment consists of, but is not limited to, analog to digital tape digitizers, 14-track analog tape drives, Metrum tape units, Merlin tape units, custom hardware and cabling.

h. Provide for purchase, installation, and maintenance of new equipment and support required to move/reconfigure equipment used in the computer rooms as requested and approved by the TA/ATA.

i. Report to the TA all system or component failures, equipment problems, resolutions to problems, and any information that could help other team members.

j. Evaluate the current and future data processing requirements of the aircraft platforms and weapons systems supported by the facility to make recommendations to the TA/ATA for acquisition and integration of new equipment to meet current and future requirements.

k. Provide engineering analysis for identified facility problems.

l. Update the hardware and software with current versions and/or ECPs (engineering change proposals) as they become available from the equipment manufacturer.

m. Provide for the installation and systems engineering of newly integrated equipment and provide recommendations to the TA/ATA on the reconfiguration of computer and digitizing equipment to provide the optimum output capability of flight test operations. Submit all recommendations to the TA/ATA via email.

n. Perform the tasks identified in 3.2.7 a through m during normal working hours.

3.3 RCC Telemetry Test Bay Support. The Contractor shall:

a. Provide operations, maintenance, and test support for the RCC Telemetry Test Bay systems, system peripherals, and special purpose equipment during normal working hours, with hours flexing around requirements identified by the Land Range Test Schedule.

b. Perform troubleshooting and repair of existing equipment that are not under an existing maintenance contract.

c. Provide installation and maintenance of new equipment.

d. Provide moves/reconfiguration support for existing equipment.

3.4 RCC Video Operations Support. The Contractor shall provide support in the area of Video Duplication services and for maintenance of Hi-8mm video recorders/players during normal working hours. The Contractor, as notified by the TA/ATA, shall:

a. Provide maintenance for the Video Duplication system(s) so that the system(s) remains in an operational state per OEM recommendations.

b. Provide operational support for Video Duplication Data Requests.

c. Perform troubleshooting and repair (when feasible) of video duplication system components.

d. Perform installation and maintenance of new equipment and re-configure equipment as necessary to accommodate new components or to keep the system operational.

e. Provide system management support for the Video Duplication systems such as setting parameters, updating software or hardware components, and assisting users with problems.

f. Process all non-urgent (routine) Video Data Requests within 3 working days of receipt at the Land Range Data Center. All urgent requests will be completed within 1 working day of receipt at the Land Range Data Center. Flex Fridays, Saturdays, Sundays, and Holidays are not counted as working days. The TA/ATA must approve exceptions to this policy.

g. Provide the TA/ATA recommendations for repair/replacement of components as failures occur or new technology is commercially available.

3.5 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on and off- Center, while performing tasks, when available under this PWS. The contractor shall:

a. Have a valid California driver's license.

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

c. Meet all requirements of FAR 45, 52.245-1, 52.245-9, and 5252.245-9500 while operating Government vehicles.

3.6. Subtask Reporting. The contractor shall provide decomposition level (subtask) reporting as follows:

Subtask	Project Description
000	Support for Program/Business Analysis
001	Customer Requested Optical Data Processing
002	Non-Customer Requested Optical Data Processing
003	Land Range Data Center
004	Aircraft Post Flight Digitizing Operations
005	Non-Customer Aircraft Post Flight Digitizing Processing
006	Data Analysis and Data Products Generation
007	Non-Customer Data Analysis and Data Products Generation
008	Systems Administration
009	Sea Range Software Development
010	Land Range Software Development
011	F/A-18 Software Development
012	AV-8B Software Development
013	Optical Data Reduction Software Development & Systems Administration
014	Facility Engineering , Development, Maintenance and Operations
015	Aircraft Telemetry Instrumentation Support
016	Exodus Support
017	Scanning Support
018	RCC Telemetry Test Bay Support
019	Non-Customer Test Bay Support
020	Exodus Configuration Management/Software Testing
021	Exodus Computer Operations
022	Exodus Software Development
023	Exodus Systems Engineering
024	Exodus Systems Administration
025	Range SSAA Support
026	DRS Equipment Maintenance
027	DRS Systems Engineering
028	AV-8B LPC1 Software Development
029	Sea Range IA Support
030	GPS Systems Administration
031	Data Products Media Generation
032	ESSM Support
033	Omega-G2 Maintenance Support
034	Optical Data Processing Maintenance Support
035	Telemetry Test Bay Upgrade

3.6.1 Financial Reporting. The contractor shall provide a special **Inventory Summary Report (CDRL B001, TECHNICAL REPORT – STUDY/SERVICES)** to aid in customer billing. It shall be a detailed breakout by function subtask as indicated in paragraph 3.6.

4.0 Security Requirements.

4.1 Special Access Information. The contractor will require access to Special Access Information (SAI) in the performance of the contract requirements. The contractor will not be required to store SAI materials or maintain a SAI facility. All SAI work will be conducted within existing Government facilities. Only those Contractor

personnel that have a requirement to have access, will have access to the SAI for a given SAI project. Those Contractor personnel will be required to meet the security requirements of that SAI project.

Contractors providing support under paragraphs 3.2.3 through 3.2.7, 3.3 and 4.1 will be required to maintain a clearance at the level of Top Secret in performance of this tasking.

4.2 Sensitive Compartmented Information (SCI) Access. The contractor will require non-substantial SCI access in the performance the contract (limited to STARS II, T.O. 0022) requirements. Total labor hours executed against requirements requiring SCI access will be less than two man-years for each year of this T.O. 0022 performance. The contractor will not be required to store SCI materials or maintain an SCI facility. All SCI work will be conducted within existing Government SCI facilities.

The contractor may be required to develop and integrate software with Government developed software and systems that are operated at the SCI level within Government owned SCI facilities and on SCI accredited software development equipment. The contractor will require routine access to the government SCIF, and will occasionally require access to SCI information in order to complete the required tasks.

The contractor may be required to attend meetings held at the TS-SCI clearance level within existing Government SCI facilities.

5.0 Certification and Accreditation (C&A).

a. Perform C&A functions/efforts that support range customers in obtaining services requested.

b. Manage/administer the System Security Authorization Agreement (SSAA) process.

5.1 SSAA Development and Review. In order to support the development, management, and approval of SSAAs the Contractor shall:

a. Gather, analyze, and document customer information via a Customer Requirements Briefing (CRB) or obtain data as a result of briefings, to support proposal development.

b. Based on CRB decisions, provide information to the Project Initiation team (proposal development) to assist in defining the required C&A type/level, cost, and schedule.

c. Develop SSAA packages for customers in accordance with the CRB delivery date.

d. Review customer written SSAAs.

e. Coordinate FAM, Data flow, and other components of the SSAA package, including registering software in DADMS.

f. Perform coordination of lessons learned, updated guidance, central rejection receipt/correction, and reporting.

g. Perform final trusted review.

h. Submit completed packages to NAVAIR for review and/or approval.

5.2 SSAA Configuration Management and Reporting. The Contractor shall:

a. Maintain configuration management (CM) of the SSAA process and its interfaces with NAVAIR and NETWARCOM processes.

b. Use existing database and maintain accurate information in real time. Propose changes and/or enhancements to the system to the TA/ATA.

c. Perform CM on SSAA packages and related documentation.

d. Maintain configuration management of proposals and tracking information.

e. Deliver reports and status information as required/requested by the TA/ATA.

5.3 **IAO and SA Appointment Process Administration.** In support of this effort, the Contractor shall:

a. Perform administration of the IAO and SA appointment process.

b. Provide configuration management tracking and oversight of all information related to IAO and SA appointments.

5.4 **Technical IA Services**. The Contractor shall:

a. Provide system and network scanning as requested/required for SSAA development and ongoing network security assessments.

b. Perform and/or assist with drawings and technical specifications.

c. Perform hardware and configuration validation.

d. Develop risk documentation to identify results of technical IA efforts and to support C&A requirements.

e. Coordinate with SSAA developers/reviewers to perform technical IA support and to deliver required documentation.

f. Support IA efforts related to legacy information assurance including managing the allow list, by coordinating with various entities to ensure IA requirements are met and documented, and by providing EDS the information required to keep the access control lists current.

g. Perform Legacy infrastructure IA support as requested including SIPRNET IA support.

5.5 **IAO and C&A Customer Support Services.** The Contractor shall:

a. Provide embedded IAO support when requested by customers with resources that meet the requirements identified in the referenced documents in paragraph 2.5 through 2.19 and IA requirements identified in this task order.

b. Provide embedded C&A support when requested by customers with resources that meet the requirements identified in the referenced documents in paragraph 2.5 through 2.19 and C&A requirements identified in this task order.

c. Perform IA hardening support when requested by customers on a fee-for-service basis as well as other related IA technical support services.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000578346
AMOUNT: $3,500,000.00
CIN 130018026300001: $3,500,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Top Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   E-Echo Range
   F-Flight Range

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR: (b)6
   TA: (b)6

5. Period of Performance: 01 Oct 2010 – 31 July 2013

6. Overtime:

   a. No more than 3,931 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) CDRL, Blank Reporting Format & DID (provided separately)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order 0032

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 50% (weight) must add to 100%	**Performance, Schedule and Cost**
PERFORMANCE FOR THIS TASK ORDER MEANS:	METHOD OF ASSESSMENT:
1. Acceptable technical performance and deliverables (data products, software, etc.).	1. Conduct independent surveys 2. Review contractor reports/records/metrics
2. Little or no technical guidance or intervention required by Government to perform under this SOW.	1. Conduct independent surveys 2. Review contractor reports/records/metrics
3. Changes were anticipated and problems were solved efficiently and effectively through Contractor's initiative.	1. Conduct independent surveys 2. Review contractor reports/records/metrics
4. Successful cooperation, communication, and interaction with Government personnel and other involved parties.	1. Conduct independent surveys 2. Review contractor reports/records/metrics

SCHEDULE 40% (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:	
1. Enter data requests within the timelines specified in the SOW requirements.	1. Review contractor reports/records/metrics
2. Generate data discrepancy reports within the timelines specified in the SOW.	1. Review contractor reports/records/metrics
3. Process routine data requests within the timelines specified in the SOW.	1. Review contractor reports/records/metrics
4. Process routine video data requests within the timelines specified in the SOW.	1. Review contractor reports/records/metrics
5. Timely notification to the Government regarding schedule slippages.	1. Review contractor reports/records/metrics 2. Conduct independent surveys
6. Timely deliverables and schedule control.	1. Review contractor reports/records/metrics 2. conduct independent surveys

COST 10% (weight)

COST FACTORS:	METHOD OF ASSESMENT:
1. Effective cost control, actuals close to estimates reports/records/metrics for individual elements.	1. Review contractor
2. Noticeable savings in labor and funds shown by reports/records/metrics the effective implementation of tasking.	1. Review contractor
3. Timely submission of Cost Reports and/or vouchers. reports/records/metrics	1. Review contractor
4. No cost growth, overall task is completed within cost reports/records/metrics negotiated on the Task Order.	1. Review contractor

EVALUATOR	DATE
(b)6	7-21-2010

PERFORMANCE

1) Technical performance and data products and other deliverables meet requirements
Technical performance & products at 100% level, =130% satisfaction level, outstanding effort = Award Fee of 96-100%
Technical performance & products at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Technical performance & products at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Technical performance & products at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Technical performance & products at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Technical performance & products at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Technical performance & products at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Technical performance & products at or below 96% unsatisfactory effort = Award Fee of 0

2) Technical guidance
No technical guidance at 100% level, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
No technical guidance at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
No technical guidance at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
No technical guidance at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
No technical guidance at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
No technical guidance at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
No technical guidance at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
No technical guidance at or below 96% unsatisfactory effort = Award Fee of 0

3) Efficient and effective problem solving
Efficient & effective at 100%, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Efficient & effective at 99%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Efficient & effective at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Efficient & effective at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Efficient & effective at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Efficient & effective at 97% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Efficient & effective at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Efficient & effective at or below 96% unsatisfactory effort = Award Fee of 0

4) Leadership/Vision/Resource Management
Provide effective, efficient, leadership/vision/resource management to deliver high quality products/services customer value (i.e./e.g):
-Provide experienced, certified (as needed) workers appropriate for level of work
-Cooperation, communication/interaction with government personnel
-Effective planning and coordination with subcontractors and execution of tasking accomplished in an exceptional and timely manner

SCHEDULE

1) Enter data requests & generate discrepancy reports within timelines (SOW Section 3.2.2c, 3.2.3b)
Timeline met for 100% of requests = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Timeline met for 99% of requests = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Timeline met for 98% of requests = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Timeline met for 97% of requests = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Timeline met for 96% of requests = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Timeline met for 95% of requests = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Timeline met for 94% of requests = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Timeline met for less than 94% of requests = 96% unsatisfactory effort = Award Fee of 0

2) Routine data & video data requests (SOW Section 3.2.4b, 3.4f)
Processing times for 100% of requests = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Processing times for 99% of requests = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Processing times for 98% of requests = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Processing times for 97% of requests = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Processing times for 96% of requests = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Processing times for 95% of requests = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Processing times for 94% of requests = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Processing times for less than 94% of requests = 96% unsatisfactory effort = Award Fee of 0

3) Government notified of slippages & deliverables on time
Timeliness for 100% of actions = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Timeliness for 99% of actions = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Timeliness for 98% of actions = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Timeliness for 97% of actions = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Timeliness for 96% of actions = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Timeliness for 95% of actions = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Timeliness for 94% of actions = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Timeliness for less than 94% of actions = 96% unsatisfactory effort = Award Fee of 0

COST

1) Cost within negotiated amount for TO

5% below budget = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
3-4% below budget = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
1-2% below budget = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
On Budget = 100-109% satisfaction level, good effort = Award Fee of 80-85%
1-2% over budget = 90-99% satisfaction level, average effort = Award Fee of 70-79%
3-4% over budget = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
5-6 % over budget = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 6% increase = unsatisfactory effort = Award Fee of 0

2) Collection and reporting of cost data

Zero to 1% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
2% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
3% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
4% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
5% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
6% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
7% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 7% error rate = unsatisfactory effort = Award Fee of 0

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0033	2010 Oct 01	1300180018	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $3,063,299.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		14,200	Hours		$985,807.00

RDTE RSST SA Support Services

CPAF - In accordance with the Performance Work Statement in Section C. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$985,807.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting purposes only	

CIN: 130018001800001 ACRN AA $160,000.00

PURCHASE REQUEST NUMBER: 1300180018

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		14,200	Hours		$1,020,936.00

RDTE RSST SA Support Services

CPAF - In accordance with the Performance Work Statement in Section C. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,020,936.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		14,200	Hours		$1,056,556.00
	RDTE RSST SA Support Services				
	CPAF - In accordance with the Performance Work Statement in Section C. This task order is severable.				
	FOB: Destination				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,056,556.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
INFORMATION TECHNOLOGY
RESEARCH, DEVELOPMENT, TEST AND EVALUATION (RDT&E)
INFRASTRUCTURE DIVISION
RDT&E SUPPORT SERVICES TEAM (RSST),
SYSTEMS ADMINISTRATIONS (SA) SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order (T.O.) 0033
1 October 2010

Applicable Contract PWS paragraphs: 3.1, 3.2, 3.4, & 3.10

1. Scope

This task order includes full spectrum information technology (IT) functions to be performed by the Contractor in support of the Customer and System Administration (SA) of workstation and server systems and equipment that fall under RDT&E governance requirements. This can include systems connected to the RDT&E network and stand-alone networks, both secure and non-secure. These functions include: system problem resolution for RDT&E customers, maintenance of classified and unclassified workstation and server systems and equipment, integration of new technologies through a myriad of IT solutions; and provide subject matter expert opinions toward IT purchases. Support services include: installation, operations, maintenance and repair, subject matter expert on-site technical support for systems and infrastructure support, workstation and server system administration, task- and project-level tracking, analysis, and reporting to include project and customer-unique reporting, configuration management/data management (CM/DM), and host based security configurations such as firewalls. All support services could be on-site and/or off-site.

1.1 Background

The objective of the RDT&E IPT is to provide NAVAIR, and its Government and commercial partners and customer communities of interest, with enterprise solutions and services to meet the information technology/communications needs that currently are not provided by, and currently are outside the framework of the Navy Marine Corps Intranet (NMCI). The geographic scope of this effort includes Naval Air Warfare Center (NAWCWD) China Lake, NAWCWD Point Mugu, Naval Air Station Aircraft Division (NASAD) Patuxent River, and any activity or location which directly supports the program mission of NAWCWD, NASAD, and NAVAIR. The Corporate RDT&E network infrastructure includes the Wide Area Network (WANs), head-end, Base Area Network (BAN), and multiple Local Area Network (LANs) at China Lake, CA, Point Mugu, CA, and multiple satellite network customer activities. For the purposes of this document, "customer" is defined as anyone opening an incident or acquiring RDT&E System Administration support services under this Task Order.

It is the RDT&E Team's intent to develop a single, interoperable RDT&E network environment that seamlessly connects every NAVAIR site through common interfaces to support geographically distributed programs. The Contractor shall provide leading edge networking and application support services to the NAVAIR customer base that facilitate RDT&E environment information sharing between laboratories and test facilities on campus and between laboratories and test facilities and other services, agencies and Contractor facilities world-wide. The Contractor shall provide the engineering interface to major networking groups (DISA, DSAWG, DREN, NRL) to address solutions of a national scope that affect the entire customer base and improve interoperability. The Contractor shall provide a vehicle for RDT&E customers to readily connect to and leverage a wide variety of high performance computational resources in the Department of Defense (DoD) RDT&E community at large. The Contractor shall develop "reach back" capabilities to other networks.

NAVAIR customers in the research, development, test and evaluation communities may apply to the RDT&E IPT for connection to the RDT&E Network to conduct non-NMCI like functions. Customers must demonstrate that they have an RDT&E function that cannot be accomplished under NMCI due to the use of non-standard hardware or software, non-standard communication protocols or configurations, or specialized security requirements.

2. Applicable Documents

The Government will provide the Contractor with the latest version of the following applicable documents.

2.1. RDT&E IPT Charter
2.2. Fee for Service Model
2.3. DOD 8570.1M Information Assurance Workforce Improvement Program Manual
2.4. Appointment of System Administrator (SA)
2.5. DoD Directive 8500.1-E: Information Assurance (IA)
2.6. RDT&E Operations Plan
2.7. RDT&E Infrastructure Division Standard Operating Procedures
2.8. RDT&E Infrastructure Division Security Accreditation Documents
2.9. Current RDT&E Visio Drawing

3. Performance Requirements

3.1. **General:** Clarification of tasking described herein or fee-for-service tasks performed for RDT&E customers shall be via the established incident number or Business Agreement (BA).

A. Travel, training and overtime may be required during the period of performance.
B. The Contractor shall utilize resources in the most efficient manner and avoid using overtime hours.
C. While the Contractor is required to follow established processes referenced in Section **2** throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1. **Teaming Efforts:** The Contractor shall:

A. Team with Government personnel to develop cross-functional/cross-discipline teams based on Integrated Product Team (IPT) concepts.
B. Participate as a team member and be governed by the guidance provided in the document referenced in section **2.1**.
C. Have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.2. **Funding and Charging:** The Contractor shall:

A. Be knowledgeable of and execute the applicable areas of the fee-for-service model defined in the document referenced in section **2.2**.
B. Keep non-billable downtime to a minimum, as defined in the T.O. Quality Assurance Surveillance Plan (QASP) evaluation criteria.

3.1.3. **Weekly Meetings:** The Contractor shall:

A. Attend a weekly SA's team meeting facilitated by the Government operations lead. In a collaborative manner, the IPT team shall discuss and explore innovative methods, share ideas and provide improved products/services/customer value, objectives, prioritize tasks and mutually agree to completion schedules.
B. Submit ideas/suggestions through their team leads when unable to attend meetings.
C. Agree the Government operations lead will be the final decision authority for prioritizing tasks in situations where the IPT team cannot come to a consensus.
D. Ensure that tasks are completed on or ahead of mutually agreed upon schedules.

E. Report during the scheduled SA meeting on progress towards prioritized activities
F. Revise/update RDT&E process and documents to reflect changes and revisions resulting from these meetings, only after obtaining TA/ATA approval of the revised documents.
G. Schedule meetings as required to keep the IPT team current, to strategize, and to resolve issues.
H. Record and track any action items they are responsible for along with any issues that a customer is having that could possibly require escalation to account/project managers or more experienced team members for resolution.

3.1.4. **Expertise and Knowledge:** The Contractor shall:

A. Become, and remain, knowledgeable in the RDT&E IPT mission.
B. Remain current in their functional areas of expertise and evolving technologies.
C. May also be required to attend training to achieve and or maintain certification as described in section **2.3** and **2.4**.

3.1.5. **Work Hours:** For purposes of this task order, core work hours are defined as 0600 to 1800, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. The RDT&E IPT may agree to individual Contractor employee work schedules; individual customer work requests or customer agreements may define alternate work schedules.

3.1.6. **Place of Performance:** The main offices for the RDT&E IPT are located in building 02481 China Lake, CA and building 50 Point Mugu, CA. In addition to the main offices IPT members will be required to deploy into the field and customer locations.

3.1.7. **Government-owned vehicles (USN):** The Contractor may be required to use Government owned vehicles (when available) on and off Center, while performing tasks, under this PWS. Potential uses of Government-owned USN vehicles may include the transport of data, equipment, and material to and from various locations. The Contractor shall:

A. Have a valid California driver's license
B. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7)
C. Meet all requirements of FAR 45, and clauses 52.245-5, 52.245-9 and 5252.245-9500 while operating Government vehicles.
D. Use the most cost-effective (economical) means to fuel vehicles (e.g. NAVAIR-WD fuel farm or Contractor's negotiated local gas station).
E. Use valid property passes when transporting Government inventory.

3.2. **RDT&E Systems Administration (SA):** The following section details systems administration requirements in support of this T.O. The Contractor shall:

A. Provide SA functions and verifies that these functions are carried out in accordance with DoD, Department of the Navy (DoN) and NAWCWD directives as outlined in sections **2.4 and 2.5**. Those personnel with root access to any computer system shall be certified within the guidelines of section **2.4**.

B. Review customer Business Agreement (BA) for IA security and IT environment interoperability input. Review and track RDT&E customer security requirements for RDT&E connectivity as described in the documents referenced in sections **2.1** through **2.9**.

C. Seamlessly support RDT&E in order to provide RDT&E customers with an integrated set of products and services to meet their needs.

D. Provide the following general types of products and services, as required or requested, for the testing, upgrade, and operations and maintenance (complete life-cycle) of customer workstation and server systems and equipment that could consist of:

1. Requirements analysis and definition
2. Estimates
3. Engineering design
4. Trade-off studies
5. Training
6. Testing
7. Quality assurance
8. Documentation
9. Maintenance
10. Trouble shooting
11. Communication Systems Operations
12. Classified (SIPRNet)
13. Unclassified

3.2.1. **Response Times and Operational Requirements:** The Contractor shall

A. Perform upgrades, repairs, operations and maintenance of the RDT&E customer workstation and server systems and equipment.
B. Ensure that all specific and unique workstation and server system uptimes, defined in customer requests, are met or exceeded.
C. Respond within one (1) hour to all workstation and server systems and equipment trouble calls between the hours of 0600 and 1800 hours.
D. Respond within two (2) hours to all workstation and server systems and equipment trouble calls between the hours of 1801 and 0559 hours.
E. Ensure that all workstation and server systems and equipment planned maintenance and/or downtimes occur during the scheduled maintenance window time that has been negotiated with each RDT&E customer.

3.2.2. **New Technology and Forward Thinking:** The Contractor shall:

A. Provide recommendation/identify solutions for current and new RDT&E customers for the upgrading and modernizing of existing workstation and server systems and equipment.
B. When providing information regarding a recommendation the Contractor shall provide applicable information so as to make an informed decision. The following are examples of suggested information to be provided.

1. Requirements gathering, analysis, synthesis, evaluation, and management.
2. Market research and analysis.
3. Economic analysis cost modeling, econometric and trade-off analyses.
4. Development and assessment of solutions and alternatives.
5. Capability and performance assessments and analysis.
6. Interface and integration analysis and modeling.
7. Testing and validation/verification of prototypes and products.
8. Risk analysis and mitigation strategies/plans.
9. Cost estimating and total ownership cost studies.
10. Schedule development and analysis.
11. Metrics and performance.
12. Logistics and support analysis and planning.
13. Operations and maintenance planning.
14. Project and engineering studies and planning.
15. Capability and standards evaluation and assessments.

16. Training and instructional material studies and planning.
17. Quality assurance and evaluation.
18. CM/DM planning; and recommendations.

3.2.3. **Configuration Management (CM):** All CM work shall conform to the applicable documents set forth. The Contractor shall:

A. Document networks/systems including those that are added, physically changed or altered.
B. At a minimum, keep the existing RDT&E Master CM Inventory and RDT&E VISIO documentation current and include site, building, floor, room and room location of the equipment (active and spares); and disposition of failed equipment to include, site, building, floor, room and room location of the equipment.
C. Records shall be kept of all excessed equipment.

3.2.4. **Device Management Database (DMD):** The Contractor shall obtain and populate data into DMD and maintain near real time accurate data (e.g. current migration status, IP addresses, etc). The Contractor shall follow clearly outlined procedures to ensure migration responsibilities are handled in a timely manner as tracked by DMD and notifications generated by the DMD system.

3.2.5. **Task Order Data Documents:** The Contractor shall:

A. Provide all documentation and lists in accordance with the guidance in the referenced documents in sections **2.1** through **2.9** and make them available on the Government's server or a server approved by the RDT&E IPT.
B. Record the appropriate billing hours in any and all current work flow tracking system(s) implemented by RDT&E to measure performance, schedule, and cost.

3.2.6. **Upkeep of Work Environment:** The RDT&E facilities at China Lake, CA and at Point Mugu, CA at times will be toured by distinguished personnel interested in RDT&E operations. These tours will be conducted periodically and at times with little notice. Accordingly, Contractor personnel that are based in the RDT&E facilities at China Lake and Point Mugu shall:

A. Maintain organized desktop areas and a professional personal appearance and behavior at all times.
B. Maintain the common areas in the RDT&E facilities in an organized manner. These facilities shall be kept clean, organized, and ready for touring/inspection at any given time. Areas for equipment buildup/breakdown/maintenance/testing shall be kept as organized as possible and similarly organized, but if impractical, at minimum, these areas shall be separated from general view with some type of partitioning.

3.3. **Subtask Reporting and Invoicing:** The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported at the subtask level.

3.4. **Process for Projects over the $550,000 Threshold:** This T.O. is limited to individual projects under $550,000 within the scope described herein. Studies, analyses, and/or any customer requests which identify projects valued at or above $550,000 shall be submitted to the Contracting Officer for review of scope and to provide the basis for a separate T.O..

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000575048
AMOUNT: $160,000.00
CIN 130018001800001: $160,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   C-CLPL
   F-Flight Line
   S-Randsburg Wash

3. Location of Performance: NAVAIR China Lake, CA and Pt Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 – 31 July 2013

6. Overtime:

   a. No more than 2,100 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (sent separately)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data	
	Task Order No. 0033
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED TWICE PER YEAR	
AWARD FEE FACTORS	
PERFORMANCE 70% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached pages	
SCHEDULE 20% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached pages	
COST 10% **(weight)**	
COST FACTORS: See attached pages	
EVALUATOR (b)6	DATE 16 Aug 2010

Performance Objective Performance	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Assure that each customer is satisfied with quality of service under each trouble call, work request, agreement; assure there is no violation of customers' expectations. Ensure that issues that exhaust the experience of system administrator are escalated to management for advice and or resolution.	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor metrics
Operate and maintain the infrastructure/systems to meet all IA controls as mandated by the DOD and DON.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics • Maintain or improve accreditation status of assigned customer lab(s). • Maintain key workstation and server systems at 90% up time.
Ensure infrastructure and systems/tools documentation through any of the currently implemented RSST methods including but not limited to cSupport, DMD, and CM is accurate and current.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Provide effective, efficient, leadership/vision/resource management/teaming to deliver high quality products/services/customer value	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

1) Customer satisfaction surveys (PWS section 3.1)
Satisfaction Surveys at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction Surveys at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction Surveys at 98.5% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction Surveys at 98% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction Surveys at 97.5% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction Surveys at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction Surveys at 96.5% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction Surveys at or below 96% = unsatisfactory effort = Award Fee of 0

2) Infrastructure/systems availability (PWS section 3.1,3.2)
Availability at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Availability at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Availability at 98.5% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Availability at 98% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Availability at 97.5% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Availability at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Availability at 96.5% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Availability at or below 96% = unsatisfactory effort = Award Fee of 0

3) Systems/tools documentation (PWS sections 3.1, 3.2)
Complete/accurate at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Complete/accurate at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Complete/accurate at 98.5% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Complete/accurate at 98% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Complete/accurate at 97.5% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Complete/accurate at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Complete/accurate at 96.5% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Complete/accurate at or below 96% = unsatisfactory effort = Award Fee of 0

4) Leadership/vision/resource management/teaming (PWS sections 3.1)
Successful IPT at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Successful IPT at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Successful IPT at 98.5% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Successful IPT at 98% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Successful IPT at 97.5% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Successful IPT at 97% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Successful IPT at 96.5% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Successful IPT at or below 69% = unsatisfactory effort = Award Fee of 0

Performance Objective Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
Ensure response times during government core work hours are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Ensure response times outside government core work hours are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Ensure that technical certification and training requirements set by DOD 8570 or any job role/function are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics • Review contractor performance and technical proficiency.

1) Tasks initiated through the CSD and Business Agreement s (PWS section 3.1, 3.2)
Schedules met or exceeded for 100% of tasks = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Schedules met for 99% of tasks = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Schedules met for 98% of tasks = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Schedules met for 97% of tasks = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Schedules met for 96% of tasks = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Schedules met for 95% of tasks = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Schedules met for 94% of tasks = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Schedules met for less than 94% of tasks = 96% unsatisfactory effort = Award Fee of 0

2) Response Times 0600-1800 hrs (PWS sections 3.1, 3.2)
Response Time under 1 hour = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Response Time at 1 hour= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Response Time at 1.5 hours = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Response Time at 2 hours = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Response Time at 2.5 hours = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Response Time at 3 hours = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Response Time at 3.5 hours = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Response Time greater than 4 hours = 96% unsatisfactory effort = Award Fee of 0

3) Response Times 1801-0559 hrs (PWS sections 3.1, 3.2)
Response Time under 2 hours = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Response Time at 2 hours= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Response Time at 2.5 hours = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Response Time at 3 hours = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Response Time at 3.5 hours = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Response Time at 4 hours = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Response Time at 4.5 hours = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Response Time greater than 5 hours = 96% unsatisfactory effort = Award Fee of 0

4) Technical certification and training (PWS 3.1, 3.2)
Schedules met or exceeded for 100% of tasks = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Schedules met for 99% of tasks = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Schedules met for 98% of tasks = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Schedules met for 97% of tasks = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Schedules met for 96% of tasks = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Schedules met for 95% of tasks = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Schedules met for 94% of tasks = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Schedules met for less than 94% of tasks = 96% unsatisfactory effort = Award Fee of 0

Performance Objective Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure effective cost control.	See attachment.	• Review/validate contractor reports
Ensure accurate cost data collection and reporting.	See attachment.	• Review/validate contractor reports
Ensure that non-billable time is kept to less then 20% of total hours worked.	See attachment.	• Review/validate contractor reports

1) Actual costs for each task agreement (PWS sections 3.1, 3.2)

Actual costs less than negotiated = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Actual costs not to exceed negotiated amount = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Actual costs within 1-2% over negotiated amount = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Actual costs within 3% over negotiated amount = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Actual costs within 4% over negotiated amount = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Actual costs within 5% over negotiated amount = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Actual costs within 6% over negotiated amount = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Actual costs greater than 6% over negotiated amount = unsatisfactory effort = Award Fee of 0

2) Collection and reporting of cost data (PWS sections 3.3)

Zero to 1% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
2% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
3% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
4% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
5% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
6% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
7% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 7% error rate = unsatisfactory effort = Award Fee of 0

3) Billable/non-billable time (PWS section 3.1)
Billable time is 90% or more = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Billable time is 80-89% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Billable time is 79% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Billable time is 78% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Billable time is 77% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Billable time is 76% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Billable time is 75% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Billable time is 74% or less = unsatisfactory effort = Award Fee of 0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0034	2010 Oct 01	1300180075	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER
DELIVERY/ CALL [X] This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE [ ] Reference your quote dated
Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,431,315.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		5,720	Hours		$461,152.00

IFDS Support

CPAF - In accordance with section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$461,152.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101					$0.00

For Navy Accounting purposes only

PURCHASE REQUEST NUMBER: 1300180075

ACRN AA $300,000.00

CIN: 130018007500001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		5,720	Hours		$476,996.00

IFDS Support

CPAF - In accordance with section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$476,996.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		5,720	Hours		$493,167.00
	IFDS Support				
	CPAF - In accordance with section C of the Performance Work Statement. This task order is severable.				
	FOB: Destination				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$493,167.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
For
Integrated Frequency Deconfliction System
Contract Number N68936-08-D-0016, T.O. 0034
1 October 2010

Applicable Contract Statement of Work Number: 3.2, 3.3, 3.4, 3.5, 3.6 & 3.10

1. **Scope:** This task order includes development, installation, testing, training, and software maintenance services on the Integrated Frequency De-confliction System (IFDS), FMS security support and test manager support services needed to support the DoD Frequency Management Community, other Federal and Commercial agencies and the China Lake range complex.

   1.1. **Background:** IFDS is a Range tool used for real-time frequency deconfliction, and spectrum monitoring for reporting purposes. The program originated as a CTIEP project in response to a Global Hawk incident in 1998 involving unresolved frequency assignments between two co-located Ranges. IFDS has grown to include users from the Army, Navy, Air Force, NASA, NORTHCOM, and other Federal and Commercial agencies. It is a self-funded co-operative program governed by a formal Configuration Control Board (CCB). IFDS version 4.0 is currently in production, requiring maintenance, training, and daily technical support as needed. Future releases will be determined by the CCB as system change requests (SRCs) are submitted. The 1-3-5 year program plan includes an upgrade to the hardware and development environment, a significant effort. Plans are currently under way for these changes.

2. **Applicable Documents.** The Government will provide the latest version of the following documents

   2.1. **Government Documents, Drawings, and Publications.**

   2.1.1. Minutes from project CCB meetings
   2.1.2. Project Management Process
   2.1.3. Project Schedule
   2.1.4. Configuration Management Plan
   2.1.5. Software Development Plan
   2.1.6. Programming Microsoft ASP .NET 3.5 (Dino Esposito)
   2.1.7. Beginning C# 3.0: An Introduction to Object Oriented Programming (Wrox Beginning Guides) (Jack Purdum)
   2.1.8. IDFS Incidence Response Plan
   2.1.9. DODD 8500.1 Information Assurance (IA)
   2.1.10. CJCSM 6510.01 Defense-In-Depth: IA and Computer Network Defense
   2.1.11. CCF Incident Response Plan
   2.1.12. CCF Incidence Response Procedure, v. 1

   2.2. **Clinger-Cohen Act: This clause is required in all IT procurements, and is for information purposes only.**

   In 1996, Congress enacted the Clinger-Cohen Act (CCA), requiring agencies to use a disciplined capital planning and investment control process to acquire, use, maintain and dispose of information technology. Per CCA, OSD Memo of 08 Mar 2000, the DoD 5000.2 of 13 May 2003, and SECNAVINST 5000.2C of 19 Nov 2004, CCA compliance is required for all programs that contain IT, including IT in weapons and weapons system programs. The law provides authority to the agency's CIO to manage IT resources effectively. The authority to grant compliance with CCA and approve the Information Assurance strategy depends on the Acquisition Category (ACAT).

2.3. **System Software / Application Compliance: This clause is required in all IT procurements, and is for information purposes only.**

"All Information Technology Systems or software/application development, modification or support shall be performed in accordance with Defense Business Transformation guidance (formerly Business Management Modernization Program (BMMP)), DON/NAVAIR Functional Area Manager (FAM) Policies and Guidance, Network and Server Registration, and Web Enablement mandates."

2.4. **Web Sites, Web Enablement and Application / System Development, Modification, and Maintenance Support Services: This clause is required in all IT procurements, and is for information purposes only.**

"All Information Technology systems, software, and website development, modification or support shall be performed in accordance with all applicable Federal, DoD, DON, and NAVAIR policy, guidance, standards, and strategies, and should be integrated with MyNAVAIR (NAVAIR Corporate Portal) whenever possible. Any Web sites/servers hosted/located in contractor facilities, or outside NAVAIR enclave, will transition will transition to NAVAIR architecture and infrastructure in accordance with Legacy Shutdown guidance. Policies include, but are not limited to:
OMB Guide for Managing U.S. Government Websites ***http://www.usa.gov/webcontent/***
OMB Policies for Federal Public Websites, OMB M-05-04
http://www.usa.gov/webcontent/policies_and_implementation.shtml
Section 508 Standards ***http://www.section508.gov/***
DOD Web Policy and Guidelines ***http://www.defenselink.mil/webmasters/***
Navy Information Operations Command (NIOC) Norfolk Web Risk Assessment Team Website ***https://www.nioc-norfolk.navy.mil/operations/wra/wra.shtml***
SECNAV 5720.47B DON Policy for Content of Publicly Accessible Web Sites (NIOC Norfolk routinely monitors publicly accessible Navy websites for policy compliance; Site has a downloadable "Website Self-Assessment Checklist" for Webmasters.)
http://www.chinfo.navy.mil/navpalib/internet/secnav5720-47b.pdf
NAVAIR CIO Website (NAVAIR specific policy and guidelines) https://cio.navair.navy.mil/"

2.5. **Software Development/Server Procurement – For Information purposes only:**

"Any tools developed that will be hosted by the Navy Marine Corps Intranet (NMCI) or run on NMCI workstations will be certified for NMCI and comply with NMCI policy. Additionally, any servers supporting this effort will be transitioned to meet the requirements of the current NAVAIR Server Consolidation effort."

2.6. **Information Assurance (IA) – For Information purposes only:**

This is required on all DON Contracts. NAVAIR's Information Assurance (IA) Program is a unified approach to protect unclassified, sensitive or classified information, and is established to consolidate and focus efforts in securing that information, including its associated systems and resources. IA is required operationally throughout the DON. DON CIO (Chief Information Officer) is responsible for IT within the Navy, as mandated by the Clinger-Cohen Act, and is the lead for departmental compliance with the Federal Information Security Management Act of 2002.

"All IA shall be in compliance with the following listed instructions to include those referenced within the below listing:

- SECNAV M-5239.1 DoN Information Assurance Program; Information Assurance Manual
- National Industrial Security Operating Manual (NISPOM)
- CJCSI 6211.02 (series) --Defense Information System Network (DISN): Policy Responsibilities and Processes of 31 July 2003
- CJCSI 6212.01 (series) --Interoperability and Supportability of Information Technology and National Security Systems

- DoDD 8100.1--Global Information Grid (GIG) Overarching Policy
- DoDD 8500.1--Information Assurance
- DoDI 8500.2--Information Assurance Implementation
- DoDI M-8510.1--DoD Information Technology Security Certification and Accreditation Process (DITSCAP) Application Manual
- DoDI 5200.40, "DoD IT Security Certification and Accreditation (C&A) Process (DITSCAP)," 30 Dec 1997
- CNO N614/HQMC C4--Navy-Marine Corps Unclassified Trusted Network Protection (UTN-Protect) Policy, Version 1.0, 31 October 2002"

For more information on determining the applicability of these documents to the specific requirements of your program, contact your local information assurance point of contact for assistance. An IA POC is available via the NAVAIR portal at https://air74.navair.navy.mil

All IT procured on behalf of NAVAIR shall meet all DOD/DON and NAVAIR IA polices. Failure to follow these policies will result in denied access to NMCI, One Net, ISNS and other DON, DOD and Joint Networks. These IA policies are standard across the Dept and ensure IA compatibility and interoperability.

IT systems and or networks operated by contractors subsequent to a NAVAIR contracts, regardless of the level of data processed shall be operated and in accordance the NISPOM.

Contractor-owned equipment shall be permitted connections to NAVAIR/DoD networks in order to carry out the performance of this contract. All Contractor-owned hardware and/or software shall meet DOD 8500.2 IA Controls, is subject to validation scanning and must be approved by the NAVAIR site IA Manager prior to connection. The following specific criteria before being connected to any DoD or NAVAIR network in support of this contract. Requirements include:

A. Network Vulnerability Scanning. NAVAIR Deputy CIO for Information Assurance maintains authorized auditing tools and shall provide for firewall/port scans, device discovery scan, vulnerability assessment, and other requirements as required to ensure secure interoperability with DOD Contracts. The contractor shall be responsible for the remediation of any equipment that fails these audits prior to the connection the system to the networks; Results of approvals shall be documented via Memorandum of Agreement with the Facility Security officer and the Defense Security Service Representative for that contractor;

B. Extent of Validation Scanning. To prevent scanning of "corporate" assets, all such networks, equipment and connections shall be physically segregated from any government/contractor "corporate" networks that are not in direct support of DoD contracts;

C. Circuit Provisioning. Any circuit or connection between NAVAIR and/or DoD site and the contractor site shall be provisioned via the Defense information Security Agency and comply with CJCSI 6212.11B;

D. Servicing Systems from a Remote Contractor Site. Remote Access Service connections that allow off-station operation and/or administration of contractor owned systems, located at any NAVAIR facility or site, shall not be permitted, with the exception of those systems connecting to the Command via the Outreach Services identified in Section 7, Enterprise Architecture;

E. Memorandum of Agreement and Inter-connection Agreements. An Information Assurance Memorandum of Agreement (MOA) between the contractor owning the equipment and AIR-7.2.6 shall be developed and signed before the equipment can be connected to NAVAIR networks. Failure to comply with the signed MOA shall be grounds for disconnection from the network.

2.7. **Enterprise Architecture – For Information purposes only:**

Contractor Networks and connections. Contractor-owned and operated networks are prohibited on any Naval Air Systems Command (NAVAIR) facility or site in support of this contract. The contractor may access non-government, external IP space via the NAVAIR-provided VPN Outreach service or NAVAIR CIO approved IP service.

Architecture Compliance. The contractor shall ensure all IT solutions, including database solutions, comply with the appropriate NAE Enterprise Architecture, and are verified by the NAVAIR Enterprise Architect (AIR-7.2.3) prior to build out.

Disclosure of pre-existing networks, circuits or connections. Any and all networks, circuits or connections between the contractor and any NAVAIR site related to previous contracts shall be identified in the MOA. Failure to comply and subsequent discovery of an unregistered network, circuit or connection shall be grounds for immediate disconnection.

IT Approval. The contractor shall not purchase any IT equipment on behalf of NAVAIR in support of a contract without a NAVAIR CIO signed IT approval.

3. Performance Requirements.

3.1. **General Requirements.** The Government may require travel, training and overtime in support of the requirements on this task order. The Government may require the Contractor to operate Government-owned vehicles (USN), on- and off-Center, while performing tasks under this Performance Work Statement, when available. While the Contractor is required to follow established processes referenced in Section 2.1 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1. Attend team status and technical interchange meetings with the Technical Assistant (TA) and other Government and Contractor team members to discuss schedules, priorities and status action items. These meetings may be held via phonecon, video-teleconference, or face-to-face. Assigned personnel will offer cost-effective, alternative solutions. Continuous process improvement is expected.

3.2. **Expertise and Knowledge.** The Contractor shall provide personnel with the skills needed to meet the requirements defined in the documents referenced in paragraphs 2.2-2.5 and all other requirements of this task order. Team members shall be selected based on expertise and skills in Frequency Management, FMS security, Range Test support and Spectrum Monitoring. Assigned personnel must remain current in their functional areas of expertise and evolving technologies.

3.3. **Teaming Efforts.** The Contractor shall team with Government personnel by using the Integrated Product Team (IPT) concept to address efforts and projects related to this task order. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making and the implementation of team.

3.4. **Information Technology and Information Systems Report Process.** The IFDS project maintains a Service Level Agreement with the IT/IM department for all system and database administration. All problems with access to the system, hardware residing in bldg. 33 at NAWC-WD China Lake, and database issues will be reported via a work order to the National Help Desk.

3.5. **Information Assurance.** The contractor shall ensure the integrity and security posture of the IFDS system by maintaining knowledge of and adhering to the processes and procedures outlined in paragraphs 2.1.8, 2.1.11, and 2.1.12.

3.6. **FMS Security Support.** Tasking will be provided via request form, e-mail, fax, or Contractor's "In-basket" to provide expertise in supporting China Lake range security services for FMS, and special projects. The contractor shall coordinate FMS security support activity required for China Lake Test Range customers as range requirements are received. This support will be tailored to reflect the needed plans, processes and procedures, for the identified projects and will involved the following activity

a As requirements are received, perform FMS and project related badging support services to meet foreign project and special project work surge requirements.
b Process and assist in coordinating FMS badging needs as licensed by China Lake Range Security staff using security tools and processes (Like OPCOS security system).
c Follow China Lake Range FMS security processes, submit all forms as required by applicable NAWCWD security policies and work with the China Lake Visitors center to meet all FMS and special project security requirements.

3.7. **Test Manager Support.** Tasking will be provided via request form, e-mail, fax, or Contractor's "In-basket". Required milestones and/or deliverables will be indicated with each task. Attendance and participation at meetings will be required to support the various tasks.

In support of Test Managers for the China Lake Range, the Contractor shall:

a Receive, process, duplicate, scan, convert, distribute, track, store, and retrieve documents and media related to Range support needs. Tasks shall be scheduled for action no later than four hours after receipt. The exception is a high priority requirement which must be processed immediately upon receipt.

b Perform QA checks on materials delivered to, and generated for the Test Managers. Ensure that the content of data received and delivered is complete and correct.

c Ensure all tasks assigned are tracked with status and available for viewing at all times by designated China Lake Test Managers.

d Ensure that only authorized China Lake Range Test Managers and designated China Lake Range support staff are allowed access range activity status information .

e Maintain documentation on China Lake Range processes and procedures and provide data handling & documentation support to the China Lake Range Management support team. This activity includes: management and maintaining of updates for range tests, systems and processes and assisting in the coordination Range Test Manager activity.

3.8. **Software Development.** The Contractor shall perform analysis, design, code/debug, and developer test on Change Requests (CRs) per the schedule in the document referenced in paragraph 2.1.3 and utilizing methods described in the textbooks referenced in paragraph 2.1.6 & 2.1.7.

3.9. **Software Testing:** The contractor shall develop a Software Test Plan documenting the test procedures, test phases, and types of validation which will be used to demonstrate that the IFDS meets all system specification requirements. The contractor shall execute all test procedures and document any deviations from expected results. The contractor shall document the results of software testing in a software test report.

3.10. **Software Configuration Management:** The contractor shall ensure a managed discipline is in place to identify the proposed or implemented configuration of the IFDS at discrete points in time as outlined in 2.1.4 above. The contractor shall systematically record and trace changes to all system components. The

contractor shall provide tools for controlling changes. For each IFDS release, the contractor shall develop a System Version Description identifying the specific version of all incorporated configuration items. For each IFDS release, the contractor shall deliver a Software Product Specification, consisting of all controlled software source files, data files, object code, executable code, installation procedures, etc. associated with the release.

3.11. **Documentation:** The contractor shall create or update the following documents (at a minimum) upon each formal release:

3.11.1. Algorithm Description Document
3.11.2. User's Manual
3.11.3. Software Test Procedures
3.11.4. System Interface Document
3.11.5. System Design Document
3.11.6. Software Requirements Specification
3.11.7. System Version Description
3.11.8. Database Design Document
3.11.9. Network Diagram

3.12. **User Training.** The Contractor shall provide training and training materials, and travel to each site requesting training. The contractor shall request the necessary internet connectivity, audio/visual equipment, and adequate facilities needed to conduct the training.

3.13. **Government-owned vehicles (USN).** The Contractor may be required to use Government owned vehicles (when available) on- and off-Center, while performing tasks, under this PWS. Potential uses of Government-owned USN vehicles may include the transport of data, equipment, and material to/from various locations. The contractor shall:

3.13.1. Have a valid California driver's license
3.13.2. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with section I of this Basic contract (FAR 52.228-7)
3.13.3. Meet all requirements of FAR 45, and clauses 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000575752
AMOUNT: $300,000.00
CIN 130018007500001: $300,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 through 31 Jul 2013

6. Overtime:

   a. No more than 480 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENT
Attachment (1) QASP
Attachment (2) DD254

TASK ORDER EVALUATION DATA	
	Task Order No. 0034
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
PERFORMANCE 70% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: 1. Acceptable technical performance and deliverables commensurate with the Performance Work Statement (PWS). 2. Little or no technical guidance or intervention required by Government to perform under this PWS. 3. Changes were anticipated and problems were solved efficiently and effectively through Contractor's initiative See continuation page	
SCHEDULE 20% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: 1. Timely notification to Government regarding slippage. 2. Accurate evaluation of schedule where there are changes in requirements. 3. Timely submission of financial reporting. See continuation page	
COST 10% **(weight)**	
COST FACTORS: 1. Effective cost control, actuals close to estimates for individual elements. 2. Timely submission of Cost Reports and/or vouchers. 3. No cost growth, overall task is completed within cost negotiated on the Task Order. 4. Recommendations for improvements result in cost savings to the Government. See continuation page	
EVALUATOR (b)6	DATE 10-1-2010

Guidance for Performance Evaluations (Performance/Schedule, & Cost/Resource Management)
T.O. 0034

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in	91-95

	response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0034 continuation page

Method of Assessment:
Performance/Quality: Review performance compared to the requirements as defined in the PWS, customer surveys, and contractor reports.

Method of Assessment:
Schedule: Review work request tasking schedules, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

Method of Assessment:
Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0035	2010 Oct 01	1300179888	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $4,148,633.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL
31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.
32. PAID BY

30. INITIALS
33. AMOUNT VERIFIED CORRECT FOR
34. CHECK NUMBER
35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		24,970	Hours		$1,335,740.00

F/A-18 WSSF Computer Operations
CPAF - In accordance with Section C of the Performance Work Statement.
This task order is severable.
FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,335,740.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting purposes only	

CIN: 130017988800001 ACRN AA $1,307,897.00

PURCHASE REQUEST NUMBER: 1300179888

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		24,970	Hours		$1,382,659.00

F/A-18 WSSF Computer Operations
CPAF - In accordance with Section C of the Performance Work Statement.
This task order is severable.
FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,382,659.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		24,970	Hours		$1,430,234.00

F/A-18 WSSF Computer Operations

CPAF - In accordance with Section C of the Performance Work Statement.

This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,430,234.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
F/A-18 WSSF COMPUTER OPERATIONS
Contract N68936-08-D-0016, T.O. 0035
01 October 2010

Applicable Contract SOW Paragraph Numbers: 3.2, 3.3, 3.4, 3.5, 3.6, 3.9, 3.10

1 **Scope**. The scope of this Task Order involves technical and systems expertise for Weapons System Support Facility (WSSF) computer operations, computer systems administration, computer systems integration and programming, data entry, and Verification and Validation (V&V) functions associated with the F/A-18 System Configuration Sets (SCS) [formally referred to as Operational Flight Programs (OFP's)]. It also includes F/A 18 flight data analysis, systems development and maintenance for the F/A-18 Advanced Weapons Laboratory (AWL). Support activities include computer systems administration, computer systems integration, data entry, Verification and Validation (V&V) functions associated with the F/A-18 Systems, information technology and information systems maintenance, development and support of legacy/RDT&E network systems for the F/A-18 AWL and Software Engineering Facility (SEF) computing and information systems.

2 **Applicable Documents**. The Government will provide the Contractor with the latest version of the applicable documents upon request.

2.1 Computer Security Plan for the F/A-18 Project
2.1.1 NAVAIR Instruction 5239.2, Naval Air Systems Command Information Systems Security Program, (22 Feb 93)
2.1.2 NAVAIR Virus Program Instruction
2.1.3 DODI 8500.2 (6 Feb 03), System Administrator responsibilities for "Authorized and Privileged Users"
2.1.4 System Administrator Responsibilities document (enclosure (1) System Administrator Appointment Request Letter)
2.2 F/A-18 Facility Branch Computer Operation Desk Guides
2.3 Facility Proposal, Improving NAWC Test Capabilities by Networking Existing Facilities
2.4 F/A-18 NATOPS Manual
2.5 F/A-18 Test Specifications
2.6 F/A-18 WSSF Simulation Work Station Users Guide
2.7 Branch Data Handling Desk Guide
2.8 DOD 8570.1M Information Assurance Workforce Improvement Program Manual
2.9 Additional IT Government Documents, Drawings, and Publications.

a. IT/IS Team Policy, Process, and Procedures

b. Minutes from project CCB

c. Project Schedule

d. IT/IS Project Plans

e. ICS Interface Guidelines 1304-00-U

f. Ethernet Systems Guidelines 1529-00-U

g. F/A-18 AWL Management and Systems Engineering Process Manual (Resides on the Hornet File Server)

h. Lab Facility Team Security Processes

i. Naval Air Systems Command, Navy Marine Corps Intranet Business Rules, March 2004

j. DODD 8500.1 Information Assurance (IA)

k. DODI 8500.2 IA Implementation

l. DODI 5200.40 DOD Information Technology Security Certification and Accreditation Process (DITSCAP)

m. CJCSM 6510.01 Defense-In-Depth: IA and Computer Network Defense

n. CJCSI 6510.01C Information Assurance and Computer Network Defense

o. SECNAVINST 5239.3 DON Information System Security (INFOSEC) Program

p. OPNAVINST 5239.1B Navy IA Program

q. Navy IA Publication P-5239-07 ISSO Guidebook of Feb 1996

r. NAVAIRINST 5239.2 NAVAIR INFOSEC Program

s. NAWCADINST 5239.1 NAVAIRWARCENACDIV INFOSEC Program

3 Performance Requirements.

3.1 General. The tasking defined in Section 3 shall be accomplished on a daily basis with the exception of unexpected hardware and software system problems, system maintenance, updating of configuration data lists, and accounting data, which will be provided electronically or hardcopy via the Contractor's "in-basket". The Contractor shall perform assigned tasking using established processes described in Section 2. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government. The Government may require the Contractor to operate Government-owned vehicles (USN), on- and off-Center, while performing tasks under this Performance Work Statement, when available. Travel, training and overtime may be required in support of this task order.

3.2 F/A-18 WSSF Simulation and General Purpose Computer Systems Operation and Administration. The Contractor shall:

a. Provide computer operations support for the configuration, integration, administration and operation of the simulation computer systems and general purpose computing systems. These systems include Digital Equipment Corporation (DEC) VAX and AXP Alpha computer systems, Hewlett Packard Integrity Systems, PC computer systems. The tasks defined in Section 3.2 shall be performed in accordance with the documents referenced in paragraphs 2.1 and 2.2.

b. Provide computer operations and system administration including system configuration, system account maintenance, system status monitoring, and system security intrusion monitoring.

c. The Contractor shall implement security policies and procedures in several aspects, including: System Security Authorization Agreements, operating system security, user access security, and data management security in accordance with the documents referenced in paragraph 2.1. This requires the contractor to request and obtain Appointment of System Administrator and Appointment of Alternate

Systems Administrator for Contract's Systems. (Contractor is required to obtain System Administration authority from Security in accordance the document referenced in paragraph 2.1.4.)

d. Provide support to the System Security Authorization Agreement (SSAA). Support shall include ensuring all WSSF file and web servers are fully operational and accessible and current with the security procedures identified in the documents referenced in paragraphs 2.1.1, 2.1.2 and 2.1.3. This requirement requires obtaining System Administration authority from Security in accordance with the document referenced in paragraph 2.1.4. This requirement will require a Background Investigation at a minimum and obtaining a Security Clearance of Secret. Travel, training and/or overtime may be required in performance of this requirement.

e. Perform data backup, archival and retrieval.

f. Provide computer systems and printer utilization reports electronically the first week of each month to the TA. Provide the TA with the number of scheduled backups, system maintenance actions, and classified lab requests, denote whether on time or not and any appropriate comments. The preferred format is MS Word, Excel, compatible with PC computers.

g. Provide computer systems hardware and data inventory reports.

h. Coordinate scheduled hardware maintenance activities with the F/A-18 WSSF Lab scheduling personnel, computer system management personnel, hardware maintenance/repair personnel and F/A-18 WSSF users. This is to include routine computer maintenance and physical cleaning of hardware systems.

i. Coordinate scheduled software maintenance activities with the F/A-18 WSSF Lab scheduling personnel, computer system management personnel, and F/A-18 WSSF users.

j. Provide technical support to the users of the F/A-18 WSSF computer systems.

k. Enter updates to on-line F/A-18 Lab Schedule database.

l. Incorporate updates to F/A-18 WSSF computer operations documents, processes, operational procedures, including operator check lists and the F/A-18 Facility Branch Computer Operation Desk Guide (paragraph 2.2).

m. Maintain a physical and data inventory of all computer supplies for the F/A-18 WSSF computer systems. This includes monitoring the computer supply levels, determining which supplies need to be replenished, and entering the ordering information into the F/A-18 Facilities Requisition database.

n. Be authorized to draw materials and supplies from the China Lake supply warehouses by the T.A.

o. Perform installation of printer supplies and maintenance kits, including paper, ribbons, toner, and drum kits.

p. Those personnel with root access to any computer system shall be certified within the guidelines of ref 2.8.

3.3 Real-Time Networking Support. As a member of an integrated Government/Contractor Team, the Contractor shall perform computer equipment configuration and computer operations to support the real-time networking applications used to interconnect the F/A-18 laboratories with local NAWC laboratories and remote laboratories as members of the Network Centric Warfare (NCW) federation of labs as specified by Business Process Re-Engineering (BPR) 2-1. Networking configurations are outlined in the Facility Networking Proposal, "Improving NAWC Test Capabilities by Networking Existing Facilities" (paragraph 2.3). Examples of potential networking configurations include:

- F/A-18 Facilities to National Laboratories as specified by Business Process Re-Engineering (BPR) 2-1, Network Centric Warfare
- F/A-18 Facilities to Pt. Mugu's AMRAAM Laboratory
- F/A-18 Facilities to NRAD MIDS Laboratory at San Diego, CA
- F/A-18 Facilities to Air Combat Environmental Test and Evaluation Facility (ACETEF) at NAWCAD, Patuxent River, MD
- MNS-1 local/remote links to NAWCWD locations
- Intertec (Pt. Mugu Range Control)
- JTIC & MIDS certifications- linked to Fort Huachuca

3.4 Verification and Validation (V&V) Test Console Operation. The Contractor shall:

a. Operate F/A-18 WSSF simulation labs that include Validation Laboratory, Integration Laboratory, Night Attack Laboratory and other F/A-18 test consoles associated with the V&V testing of SCS's in accordance with the documents referenced in paragraphs 2.1, 2.2, 2.5, 2.6, and 2.7.

b. Operate all simulation computer systems located in the F/A-18 WSSF in accordance with the documents referenced in paragraphs 2.1, 2.2, 2.5, 2.6, and 2.7. These include VAX, AXP Alpha, and HP Integrity computer systems within the F/A-18 WSSF configuration and their associated peripherals, and the avionics computers.

3.5 F/A-18 WSSF Laboratory Classified Processing Requirements. In accordance with the functions defined in Section 3.5 and in accordance with the documents referenced in paragraphs 2.1 and 2.2, the Contractor shall:

a. Provide computer operations of the F/A-18 WSSF laboratories for both unclassified and classified processing.

b. Modify the hardware and software configuration of the labs to operate in classified or unclassified processing modes.

c. Backup and label all classified media.

3.6 Flight Data Analysis Support. The Contractor shall provide flight data analysis support for the F/A-18 Weapon System Integration (WSI) and the EOIR Task Teams. The Contractor shall provide processing and analysis support for an estimated 30 flight-tests per month of F/A-18 Air-to-Ground freefall and TLE data collection flights. As part of this effort, the Contractor shall document processing and analysis supported as part of the monthly report Data Reduction and Analysis Support task shall include:

a. Execute the appropriate data reduction program(s) to process, during normal working hours, data as requested by the specific weapons system project office.

b. Maintain records by entering and updating data in the database.
c. Maintain desktop procedures applicable to data reduction activities.
d. Process all non-urgent (routine) data reduction within 3 days; urgent requests in 1 day.
e. Verify data quality by reviewing and comparing data upon completion of programs.
f. Maintain and update WSI team delinquent test point metrics, and WSI team SAR metrics for team lead.

3.7 Information Technology and Information Systems Maintenance and Development. The Contractor shall:

a. Perform assigned tasking as a member of an integrated Government/Contractor Team, using established Government work processes.

b. Analyze requirements.

c. Design IT systems and network hardware solutions based upon requirements analysis.

d. Provide project management and oversight for new and existing IT projects.

3.8 Maintenance, Development and Support of Legacy and RDT&E Network Systems. Cautionary Note and Task Limitation – The Government has the Navy/Marine Corps Intranet (NMCI) contract in effect. The Contractor shall limit their efforts performed under this PWS to those networks NOT being delivered by the NMCI contract. The Contractor providing support for this tasking shall have a Top Secret clearance. The Contractor shall:

a. Analyze legacy/RDT&E network systems requirements.

b. Provide design (including drawings) and cost estimating based upon requirements analysis.

c. Install legacy network system equipment per design, test legacy network equipment, and troubleshoot the system after installation is complete.

a. Provide project management and oversight for new and existing projects.

b. Make recommendations to the TA for integration of new technologies, upgrading of existing networking and hardware equipment, expansion of current systems, and development of supporting/auxiliary network systems in accordance with best practices and industry standards.

c. Identify, procure, install, and operate the IT elements required to maintain required system/network performance including repairs and upgrades to systems in order to meet the performance requirements of this task order. Major upgrades and new efforts will require TA/ATA approval and in most cases NAVAIR level IT Approval.

3.8.1 Legacy & RDT&E Network System Repair and Upgrade. The Contractor shall repair, modify, upgrade and maintain (keep updated and operational to the latest requirements) the F/A-18 AWL and SEF legacy network in accordance with the documents referenced in paragraphs 2.9.(j) And 2.9. (k) as requested. Actions will be ordered via E-Mail from the TA or Meeting Minutes, which will also define the delivery date. The Contactor shall record requests in the Action Request Database (**estimate 35 requests this period of performance**).

3.8.2 Legacy & RDT&E Network Documentation. The Contractor shall maintain legacy network documentation and graphically document current system status (in accordance with documents referenced in paragraphs 2.9. (j) And 2.9. (k) Incorporating all additions and modifications as they are made.

3.8.3 Legacy & RDT&E Network Configuration Management. The Contractor shall provide written (contractor format) legacy network configuration management updates; risk assessment; security test and evaluation inputs to

the TA, which includes notifying the TA of all configuration changes; and present to the TA for review and approval all risks and security concerns prior to any change and/or incorporation.

3.8.4 Legacy & RDT&E Network Performance Monitoring. The Contractor shall:

a. Using the System Monitoring Software provided by the TA, daily monitor the operation of the F/A-18 AWL/SEF Legacy network system to detect any performance deficiencies.

b. Identify all problems to the TA in writing, and upon TA approval, troubleshoot and repair the problems **within 4 hours of being notified**. If the problem is determined to be other than a problem with the Legacy network, the Contractor shall notify the TA.

3.8.5 Legacy & RDT&E Network Database Tasking Log. The Contractor shall:

a. Report electronically, all progress concerning tasking performed on a **weekly basis**.

b. Log tasking performed to track internal funding, equipment usage and history of system problems. The log must be kept current on a weekly basis. The TA shall be provided access to the log. At a minimum this log shall contain the following information:

(1) Date and time of call as assigned by the technical coordinator.
(2) Work Order Number
(3) Description of Problem
(4) Date and time job started
(5) Description of work done
(6) Date and time job finished
(7) Total man-hours utilized in performing the work
(8) Material/parts required to accomplish task
(9) Material costs

3.8.6 Lab Facility Task Team System Security. The Contractor shall serve as System Administrator (SA) for RDT&E systems and servers assigned to the Lab Facility Task Team. The SA shall perform system security tasks in accordance with references 2.9.(j) through 2.9(s). The SA may have to attend system security training, which may require travel, to perform this tasking. The Contractor shall maintain a "log" of all activity performed and shall make that "log" available for Government review upon request. Identification of specific servers included in this responsibility will be provided by the TA during the first work coordination meeting. Specific tasks include:

a. Respond to Information Assurance Vulnerability Alerts (IAVAs), Information Assurance Vulnerability Bulletins (IAVBs) and other vulnerability notifications by obtaining and installing system patches.

b. Develop and maintain system accreditation and certification support documentation packages. An electronic copy of the accreditation and certification packages will be placed on the IT/IS Server.

c. Ensure systems are operated, maintained, and disposed of in accordance with internal security policies and practices outlined in the accreditation and certification support documentation.

d. The Contractor shall comply with all Information Assurance directives as delineated by the AWL Information Assurance Officer or AWL Information Assurance Manager (see refs 2.9(j) - 2.9(s)). The TL will be advised of any changes that may occur for further dissemination by the TL to the respective team members.

3.9 Deleted

3.10 Data Handling/Data Entry functions. The Contractor shall:

a. Perform the tasks associated with these functions in accordance with the documents referenced in paragraphs 2.2 and 2.7.

b. Perform routine daily Data Handling/Data Entry functions within the F/A-18 Task Team's facilities. This includes entering a variety of information into various on-line databases (such as the lab scheduling and SAR databases) and the technical expertise necessary to utilize existing software applications residing on the PC, VAX, and Alpha computer systems.

c. Serve as an occasional data handling support/backup to the F/A-18 Security Officer on a not to interfere basis with routine library tasking and as needed. This may include the receipt, pickup, retrieval, handling, processing, duplication, distributing, tracking, storing, mailing or storage of classified data related to F/A-18 systems and programs. Additionally processing assorted AWL member request forms for access to the AWL or AWL resources, and entering the form data in the Key Card Access database will be required. This security function may also entail escorting personnel in the performance of their duties inside the AWL compound.

3.11 Deleted

3.12 Desk Guides. The Contractor shall:

a. Maintain the Desk Guides referenced in paragraphs 2.2 and 2.7.

b. Present all new (Contractor format) and updated Desk Guides to the TA for review and approval prior to implementation.

3.13 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on-Center, when available, while performing tasks (i.e. transporting equipment and documentation to/from the Airfield, Michelson Lab and the F/A-18 hanger areas. The contractor shall:

a. Have a valid California driver's license.
b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7)
c. Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.14 Reports. The Contractor shall provide monthly system account reports. This includes providing a separate report of all user accounts for each system (excluding accounts generated for system use, by the operating system); submitting these reports (existing format) electronically (e-mail) to the System Management Staff and F/A-18 Computer Resources Access Data Manager by close of business, the first working day of each month; and each report shall list an account for each F/A-18 WSSF simulation and general purpose computer.

3.15 Monthly Process Improvement Meetings. The Contractor Task Order Lead shall meet with the TA at least once each month to discuss and resolve current issues, and improve communications and processes associated with this PWS.

3.16 Subtask Reporting. The contractor shall provide decomposition level (subtask) reporting as follows:

Management and Reporting
WSSF Computer Operations and maintenance performed
Network Maintenance

3.17 Non-Disclosure. Contractors charging to and supporting this T.O. shall sign a non-disclosure agreement.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000573689
AMOUNT: $1,307,897.00
CIN 130017988800001: $1,307,897.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 – 31 July 2013

6. Overtime:

   a. No more than 690 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (sent separately)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0035

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

Performance 50% (weight) Performance, Schedule and Cost must add to 100%

PERFORMANCE FOR THIS TASK ORDER MEANS:

1. Accuracy and completeness of work.
2. Quality of computer system operation with minimum downtime of users. Maintenance of equipment/material is of high quality that will provide 97.5% uptime/access time (not considering power loss or defective materials).
3. Quality of system backups with protection of user's files.
4. Quality of problem resolution. Maintenance of equipment/material is of high quality that will provide 97.5% uptime/access time (not considering power loss or defective materials).
5. Technical ability in supporting customer requirements.
6. The appearance of the work areas are maintained in a "presentable" state at all times, so that unexpected Flag Officers and Distinguished Visitors can be brought in at any time without prior notice.

See QASP Continuation Page

Schedule 40 % (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:

1. Backups and systems updates performed as scheduled.
2. Meeting or exceeding schedule requirements.
3. Timeliness of task completion. Repairs are completed with minimal down time to Legacy Network. Contractor's response to trouble calls will be 4 hours or less.
4. Maintains schedule, despite changes in requirements
5. Timely problem resolution. Responses to Legacy Network trouble calls must be within time constraints set forth in the PWS. (Ref PWS Para 3.3.4)

See QASP Continuation Page

Cost 10 % (weight)

COST FACTORS:

1. Cost consistent with value earned.
2. Overall tasking is completed within the negotiated cost.
3. Recommendations for improvements result in cost savings to the Government.

See QASP Continuation Page

EVALUATOR	DATE
(b)6	07-09-2010

T.O. 0035 QASP continuation page

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0035 QASP continuation page

Method of Performance Assessment
Performance:
Review performance to the requirements as defined in the PWS. Review contractor reports and customer survey input.

Method of Assessment
Schedule:
Review work request tasking schedules vs. actuals, including customer survey input and contractor reports.

Method of Assessment
Cost:
Review and validation of actual expenditures against negotiated/planned costs in the task order, using the contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0036	2010 Oct 01	1300176604	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254300D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,606,266.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		4,153	Hours		$518,394.00

IRSERV Field Test & Data Analysis

CPAF - In accordance with Section C of the Performance work Statement. This task order is severable

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$518,394.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101					

For Navy Accounting purposes only

PURCHASE REQUEST NUMBER: 1300176604

ACRN AA $10,000.00
CIN: 130017660400001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		4,153	Hours		$535,343.00

IRSERV Field Test & Data Analysis

CPAF - In accordance with Section C of the Performance work Statement. This task order is severable

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$535,343.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		4,153	Hours		$552,529.00
	IRSERV Field Test & Data Analysis				
	CPAF - In accordance with Section C of the Performance work Statement. This task order is severable				
	FOB: Destination				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$552,529.00

Section C - Descriptions and Specifications

Performance Work Statement for
Infrared Signature Evaluation (IRSEV) Field Test and Data Analysis
Signature, Measurement & Modeling Branch (472500D)
Contract N68936-08-D-0016, T.O. 0036
1 October 2010

Applicable Contract PWS Paragraph Number: 3.1 and 3.9

1 **Scope.** The scope of this task order is to obtain support for field tests and data analysis.

1.1 Background. The Signature, Measurement & Modeling Branch (472500D) performs field-testing with a focus on infrared (IR) countermeasures evaluation. Examples of such testing are measuring the response of IR missile systems to aircraft and determining the effectiveness of IR decoys against these same missile systems. Data analysis and quick-look reporting are part of the field-testing sequence.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the following applicable documents.

2.1 Security Manual, NAVWPNCENINST 5510.29

2.2 Applicable Program Security Classification Guidelines (The Government will provide relevant security guidelines).

3 **Performance Requirements.**

3.1 General. The Government will require travel and overtime as identified below in support of this task order. The Government may require the Contractor to operate Government-owned vehicles (USN), on- and off-Center, while performing tasks under this Task Order. An experienced field test/data analysis team is essential to the successful accomplishment of testing and analysis. The Team will be comprised of Contractor and Government personnel.

3.2 Field Tests. The Signature, Measurement & Modeling Branch testing team frequently conducts field tests where they operate IR seekers, cameras, and data recording systems. The location of such testing may be at China Lake, California, or various other sites in the United States. Each test will have unique requirements due to varying sponsors and test objectives. The Technical Assistant (TA) may provide the Contractor with a copy of the test plan, if available. The TA will provide the Contractor information concerning the test schedule, the equipment that will be used, the test objectives and the types of data product required by the sponsoring agency as early as possible. The TA will also provide the Contractor with a written or verbal request, which further defines the type of support required (such as Data Analyst or tracking mount operator) as well as the dates of Contractor participation. **The duration of a test varies from 2 days to 3 weeks. It is estimated that there may be two off-site field tests during a 12 month period of performance.** The Contractor shall provide for some or all of the following field-testing tasks.

3.2.1 Setup and Teardown. In the field environment, the Contractor shall work as part of the Team in setup and teardown of the necessary equipment. The Contractor shall be capable of working independently to set up required test equipment, such as video and data recorders and associated equipment, troubleshoot and perform minor repairs.

3.2.2 Equipment Maintenance. Prior to and during the field test, the Contractor shall work as part of the Team in repair and calibration of infrared seekers, infrared cameras, recording systems, instrumentation and related support equipment.

3.2.3 Tracking Mount Operator. The Contractor shall be required to operate an M-45 camera mount in all field tests.

3.2.4 Data collection. The Contractor shall work as part of the Team to operate seeker workstations, instrumentation workstations, and/or recording systems during a field test.

3.3 Data Analysis. Following each field test, the Team performs data analysis, prepares data products, and contributes to reports on the test results. The TA will furnish the Contractor a written or verbal request defining criteria for selecting specific events within the test, the data analysis method to be used, the data product formats, and the schedule for delivering data products. The data requirements are usually unique for each test. The TA will provide to the Contractor office space, computers and software for these data analysis tasks and other equipment and materials necessary to complete the work. The Contractor shall provide for some or all of the following data analysis tasks.

3.3.1 Seeker Data Analysis. In analyzing seeker data, the Contractor shall, in the order below:

a. Review the recorded data (usually video tapes) to locate specific events as defined by the TA provided criteria.

b. Note the exact time of the event and extract seeker status from that particular video frame.

c. Enter the data and event time into a database provided by the TA.

3.3.2 Signature Data Analysis. In analyzing infrared radiometric measurements, the Contractor shall, in the order below:

a. Review radiometer data to locate specific events as defined by criteria in the data analysis task request.

b. Extract instrument settings, target parameters and test condition data from the test records for each event, based on the event time.

c. Enter this information in the spreadsheet with the radiometric data. This process requires familiarity with Time-Space Position Information (TSPI) computer printouts, field test logs, and spreadsheet software.

d. Proofread the recorded test results to identify and correct mistakes. The usual method for checking data is to look for self-consistency and unreasonable numeric values.

e. Enter the results in a database or spreadsheet provided by the TA.

3.3.3 Data Products. The Contractor shall:

a. Support the preparation of quick-look reports and presentations.

3.3.4 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), when available, on- and off- Center, while performing tasks under this PWS. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with Section I of this Basic contract (FAR 52.228-7)

c. Meet all requirements of FAR 45, and clauses 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.3.5 Subtask reporting. The Contractor shall submit, in accordance with the Basic Contract, the Task Order Status report and the Cost Report. The hours worked and costs associated with those hours shall be segregated and reported at the subtask level.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000551189
AMOUNT: $10,000.00
CIN 130017660400001: $10,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   E-Echo Range

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 October 2010 through 31 Jul 2013

6. Overtime:

   a. No more than1,320 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (sent separately)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0036

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

___50% **(weight) Performance**

PERFORMANCE FOR THIS TASK ORDER MEANS:

1. Successful data collection, in the field through Contractor's initiative
2. Performance of services (data entry, data collection, data analysis,) and/or delivery of products (quicklook data) were accomplished in accordance with the Performance Work Statement.
3. Ability to work with minimal supervision, as part of the team

___35% **(weight) Schedule**

CRITICAL FACTORS IN THE SCHEDULE ARE:

1. On schedule despite intermittent work and extended travel with overtime.
2. Fast, effective response to problem control and logistics.

___15% **(weight) Cost**

COST FACTORS:

1. Effective cost control, actuals close to estimates for individual elements.
2. Labor and Skills mix is appropriate to level of work
3. No cost growth, overall task is completed within costs negotiated under on the task order.

EVALUATOR (b)6	DATE 18 Aug 2010

CRITICAL PERFORMANCE FACTORS:

Unsatisfactory – 0-59

- Products and services were incomplete, and did not meet most of the requirements of the PWS.
- Discrepancies in deliverables were serious and required extensive time and effort to correct.
- Recommendations made by the contractor were ineffective.

Marginal – 60-69

- Products and services did not meet some of the requirements in the PWS.
- Discrepancies in deliverables were serious and required some time to correct
- Recommendations made by the contractor were only marginally effective.

Satisfactory – 70-79

- Products and services were complete, accurate and complied with the PWS.
- Discrepancies in deliverables were minor and were easily corrected.
- Recommendations made by the contractor were satisfactory.

Good – 80-85

- Products and services exceeded some of the requirements in the PWS.
- Discrepancies in deliverables were infrequent, minor and were easily corrected.
- Recommendations offered were effective.

Very Good – 86-90

- Products and services exceeded many of the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were infrequent, and corrections were rarely required.
- Recommendations offered by the contractor were highly effective.

Excellent– 91-95

- Products and services did exceed the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were scarce, and corrections were not required.
- Recommendations offered by the contractor were highly effective for both the customer and the cost.

Outstanding– 96-100

- Products and services did exceed and went far above the requirements of the PWS, to the government's benefit.
- Discrepancies in deliverables were null, and corrections were not required.
- Recommendations offered by the contractor were highly effective for the customer, cost, and the over all benefit of the Service Center.

Method of Performance Assessment:

Quality: Review performance to the requirements as defined in the PWS and contractor reports. The primary data products are (1) recorded video, (2) quick-look reports and (3) final reports detailing the event times and seeker behaviors during field tests. The performance rating will be based on the percentage of valid "passes" which are recorded and processed into the quick-look and final data formats. For example, a score of 50 would be expected performance and over 90 would be exceptional.

CRITICAL SCHEDULE FACTORS:

Unsatisfactory – 0-59

- Compliance to delivery schedule did not meet most of the requirements of the PWS.
- Contractor did not implement corrective action to recover from schedule slips.
- The excessive schedule slips caused overall serious impacts to overall program objectives.

Marginal- 60-69

- Compliance to delivery schedule did not meet some of the requirements of the PWS.
- Contractor's attempts to recover from schedule slips were only marginal effective.
- The frequent schedule slips caused some serious impacts to overall program objectives.

Satisfactory- 70-79

- Compliance to delivery schedule met the requirements of the PWS.
- Contractor implemented corrective actions to recover from schedule slips.
- The occasional schedule slips caused some minor impacts to overall program objectives.

Good- 80-85

- Compliance to delivery schedule exceeded some of the requirements of the PWS.

- Contractor corrective action to recover from schedule slips were effective.
- The infrequency of schedule slips were beneficial to overall program objectives.

Very Good- 86-90

- Compliance to delivery schedule exceeded many of the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective.
- The tight adherence to schedule requirements were beneficial to overall program objectives

Exceptional- 91-95

- Compliance to delivery schedule exceeded the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective and accurate.
- The tight adherence to schedule requirements were beneficial, and effective to overall program objectives.

Outstanding- 96-100

- Compliance to delivery schedule exceeded and went beyond the requirements of the PWS.
- Contractor's proactive approach to maintain schedule was highly effective, accurate, and contributed to adding additional customers.
- The tight adherence to schedule requirements were beneficial and customer motivated to the overall program objectives

Method of Performance Assessment:
Schedule: Review tasking schedules, met, exceeded or did not meet as defined in PWS and contractor reports. Schedule performance depends partly (one third) on timely quick-look data analysis and partly (two thirds) on timely post processing. In evaluating quick-look schedule performance we will award 50% for next day delivery (expected) and 100% for same day reporting (exceptional), averaged over all the " passes". For post-processing, the scale will be based on 50% for a final report in 4 weeks (expected) and 100% for 2 weeks (exceptional).

COST FACTORS:

Unsatisfactory-0-59

- Contractor's lack of ability to forecast, manage, and control costs, caused excessive increase in costs.
- Contractor's expenditure of hours were not appropriate for products and services provided.

Marginal-60-69

- Contractor's lack of ability to forecast, manage, and control costs, caused some increase in costs.
- Contractor's expenditure of hours were sometimes not appropriate for products and services provided.

Satisfactory-70-79

- Contractor's forecast, management, and control of costs met requirements, and the costs remained constant.
- Contractor's expenditure of hours was appropriate for products and services provided.

Good-80-85

- Contractor's forecast, management, and control of costs exceeded requirements, and some cost savings were beneficial to the government.
- Contractor's expenditure of hours was effective for products and services provided.

Very Good Plus-86-90

- Contractor's forecast, management, and control of costs exceeded requirements, and all cost savings were beneficial to the government.
- Contractor's expenditure of hours was beyond effective for products and services provided.

Exceptional-91-95

- Contractor's forecast, management, and control of costs exceed requirements, and vast cost savings were beneficial to the government.
- Contractor's expenditure of hours was highly effective for products and services provided.

Outstanding- 96-100

- Contractor's forecast, management, and control of costs exceed requirements, and vast cost savings were overwhelmingly beneficial to the government.
- Contractor's expenditure of hours was far beyond highly effective for products and services provided.

Method of Performance Assessment:

Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports. The expected cost (an award of 50%) will be based on the cost of six similar employees performing the functions of tracking, data collection, and data analysis. Exceptional cost performance (100%) will be awarded if the contractor accomplishes these tasks with three employees.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0037	2010 Oct 01	1300179889	

6. ISSUED BY CODE N68936

CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY

NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141

NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar

Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $533,960.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		3,970	Hours		$172,001.00

CM/DM, Testing, Facilities, O&M for AV8B F/A-18, Harm, WSSA MLV Support.

CPAF - In accordance with Section C of the Performance Work Statement.

This task orderis Severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$172,001.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting purposes only	

CIN: 130017988900001 ACRN AA $172,000.00

PURCHASE REQUEST NUMBER: 1300179889

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		3,970	Hours		$177,959.00

CM/DM, testing, facilities, O&M for AV8B F/A-18, Harm, WSSA MLV Support.

CPAF - In accordance with Section C of the Performance Work Statement.

This task orderis Severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$177,959.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		3,970	Hours		$184,000.00

CM/DM, testing, facilities, O&M for AV8B F/A-18, Harm, WSSA MLV Support.

CPAF - In accordance with Section C of the Performance Work Statement.

This task orderis Severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$184,000.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
CONFIGURATION/DATA MANAGEMENT, TESTING, FACILITIES
Operations And Maintenance for the
AV-8B/F/A-18/Harm Weapons System Support Activity (WSSA)
Memory/Loader Verifiers
Contract N68936-08-D-0016 T.O. 0037
1 October 2010

Applicable Contract Statement of Work paragraphs: 3.4.1, 3.4.6, 3.4.9, 3.5.1, 3.5.4, 3.5.6, 3.5.7, 3.6.1, 3.9.1, 3.9.2, and 3.9.4

1 **Scope**. The scope of this task order includes data management/handling, hardware/software testing, and operation and maintenance for the Memory Loader/Verifier Facility (herein referred to as the Facility), for the Memory Loader Verifier Set (MLVS) AN/USQ-131 (previously referred to as MX-11528/U Rapid Reprogramming Terminal (RRT)).

1.1 **Background.** The Software Engineering Branch 6 (Code 414600D), Software Engineering Division, Systems Engineering Department is tasked with Memory Loader Verifier Set (MLVS) support, and Avionics/Electronic Warfare Operational Flight Program (OFP) Aircraft & Laboratories loading support to a variety of customers, including but not limited to F/A-18 and AV-8B programs.

2 **Applicable Documents**.

2.1 Specifications, Standards, And Handbooks.

a. A1-AV8BB-SCM-000 -- Technical Manual Organizational Maintenance Software Configuration Manual
b. A1-F18AC-SCM-000 -- Technical Manual Organizational Maintenance Software Configuration Manual for F/A-18A/B/C/D 161353 and Up
c. A1-F18EA-SCM-000 -- Technical Manual Organizational Maintenance Software Configuration Manual for F/A-18E/F 165533 and Up
d. MIL-STD-2217 -- Requirements for Memory Loader/Verifier Multiplex Bus Interface with Avionics Systems
e. NAVAIR 16-30USQ131-1 TO 31S5-2USQ131-21 -- Technical Manual, Operation, Organizational and Intermediate Maintenance with Illustrated Parts Breakdown Memory Loader-Verifier Set AN/USQ-131A2.2 Other Government Documents, Drawings, And Publications.

f. OFPL-014FAC-95-001-G -- Operations Procedures for the Memory Loader/Verifier Facility
g. Hardware Tracking System (HTS) Database
h. Work Request (WR) Database
i. OFPL-024-A -- MLVS Memory Card Labeling & MLVS File Naming Conventions
j. SDN 3103-056 -- Software Configuration Management Plan for AV-8B Systems Engineering Branch and AV-8B Avionics and Weapons Integration Branch
k. SDN AV8B-816 – Configuration Management Policy for the AV-8B JSSA
l. SDN AV8B-829 – AV-8B Configuration Management Plan OSCAR 1.2 OFP Annex
m. SDN AV8B-887 – AV-8B Software Test Plan and Procedures for the Radar and Night Attack OC1.2 Operational Level Ground Support Loading
n. SDN AV8B-888 – AV-8B Software Test Plan and Procedures for the Trainer OC1.2 Operational Level Ground Support Loading
o. SDN AV8B-893 – AV-8B OC1.2 User Manual for the AN/USQ-131 MLVS Using the AV-8B Trainer Harrier
p. SDN AV8B-894 – AV-8B OC1.2 User Manual for the AN/USQ-131 MLVS Using the AV-8B Radar and Night Attack Harriers

q. OFPL-077 – MLVS Executive Version 9 Test Plan
r. OFPL-037-5 -- Interim Procedures for Reprogramming the Executive Software for the MLVS
s. OFPL-030-0 -- User's Manual for the OFP Loader Station
t. OFPL-063-- Interim File Processing for MLVS User Manual
u. MLVS Standard Operating Procedures dated 7 September 2009

3 Performance Requirements.

3.1 General. Operation and maintenance instructions, as they pertain to the tasking are listed in the documents referenced in Section 2.1. Details for most of the tasking listed below is described in the Operations Procedures for the Facility, System Test Procedures, and User Manuals as listed in Section 2.2. The Government will provide tasking electronically or via the Contractor's in-basket. The Government may require overtime in support of the tasks identified below. The Contractor shall perform assigned tasking using established processes described in Section 2. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.2 Configuration/Data Management. The Contractor shall:

a. Enter software loading data on forms used in the Facility including the Loader Facility Work Request, the 414600D Anomaly/Test Report, Telephone Log Sheets, and the Media Log Sheets, which track all Facility activities. (See paragraphs 2.2.a, 2.2.b, and 2.2.c.)

b. Update the HTS database on a weekly basis, to reflect the shipping and receiving of: AV-8B/F/A-18 MLVSs, PC Cards, the associated assets and the Operational Flight Programs (OFPs) and/or the User Defined Files (UDFs) that have been installed on PC Cards. The Government will provide input information via the WR Database. (See paragraphs 2.2.a and 2.2.b.)

c. Ensure that OFP Loaders (MLVSs) and OFP Loader media (PC Cards) to be shipped have the associated DD 1149 shipping documents prepared and are delivered to Shipping (Code 822222D), and that OFP Loader items such as loaders and media received are picked up from receiving (Code 822221D). This tasking shall be part of the WR Database and shall be provided as noted above in Section 3.0. (See paragraph 2.2.a.)

d. Track and log configuration data, which includes Facility, MLVS documents and software received/distributed by 414600D in accordance with 414600D procedures listed in Section 2.0. (See paragraphs 2.2.a and 2.2.d.)

e. Electronically file Facility forms in the HTS database, file aircraft documentation updates; prepare address labels for software loading media packages for Fleet distribution; The contractor shall also prepare software loading media labels which are applied to the media for easy identification by the user. (See paragraph 2.2.a.)

3.3 Hardware/Software Testing. The requirement for hardware/software testing is a result of the changing software loading requirements, and new versions of avionics software being tested (lab and flight) and distributed for the AV-8B, F/A-18, HARM and other platforms. Software loading requirement changes occur when modifications to, or additions are made, to the avionics on board these platforms. Testing must be completed in the lab and at the aircraft to ensure that the current OFP loaders (MLVS) can continue to support loading the aircraft.

In FY11 there will be testing of H6.0 for the AV-8B aircraft. For the F/A-18, there will be the completion of the 21X, 23X, H5E and H6E release for the U.S Fleet as well as software releases for Finland, Switzerland, Kuwait, Australia, Malaysia, and Thailand. There will be one HARM release. There will also be one MLVS Executive Software release in FY11 that will require retained function testing on F/A-18 and AV-8B aircraft.

In preparation of the expected testing in FY11, the contractor shall:

a. Install data files such as: OFPs, User Data Files (UDFs), and boot loads, etc., onto PC Cards to support developmental testing, Test and Evaluation (T&E), and Fleet releases. Part of the installation procedure may include preprocessing of the data file so that it is in the correct format for transfer to the PC card. This tasking shall be initiated by a Facility Work Request, via the Contractor's "in-basket" (See paragraphs 2.2.a. and 2.2.o.)

b. Load avionics boxes as required by the AV-8B and F/A-18 aircraft platforms using the MLVS loaders when there are additions or modifications to the avionics on board. It is expected that there will be two per quarter of these special loads. (See paragraphs 2.1.a, 2.1.b, 2.1.c, 2.1.d, 2.2.f, 2.2.e, 2.2.g, 2.2.h, 2.2.i, 2.2.j, and 2.2.k)

c. Perform testing with the MLVS, using approved Test Procedures, as listed in Section 2.2, to test modifications (either hardware or software) which are controlled by new or changed loading requirements for the F/A-18 and AV-8B aircraft. Test results may require generation of a test report (**CDRL B001**). (See paragraphs 2.2.h, 2.2.i and 2.2.l)

d. Periodically conduct developmental tests of the MLVS software loading capabilities per testing criteria to verify Executive software and/or lookup table changes. All deficiencies shall be provided to the TA in writing. (**CDRL B001**) (See paragraphs 2.2.h, 2.2.i, 2.2.l and 2.2.m)

e. Review and provide written comments on draft Test Plans and Test Procedures to the TA and originator within 10 working days of receipt. (**CDRL B002**)

f. Conduct final testing of newly modified/developed executive software or file format conversion programs using official Test Procedures, as listed in Section 2.2, and provide test results to the TA. (**CDRL B001**). The Government will provide these Test Procedures in hard-copy form to the Contractor's "in-basket." (See paragraphs 2.2.h, 2.2.i and 2.2.l)

g. Schedule and/or obtain, and prepare AV-8B aircraft or F/A-18 aircraft to support the testing requirements for MLVS loading capabilities. This includes scheduling AV-8B aircraft through the Aircraft Scheduler, F/A-18 aircraft by submitting a 'fly me', then verifying with flight schedulers, and HARM Command Launch Computer (CLC) access through Quality Assurance (QA). (See paragraph 2.2.a.)

h. Schedule and/or obtain, AV-8B, F/A-18, HARM, and EW lab facilities as required to support the testing requirements for MLVS. AV-8B facilities are scheduled through the AV-8B server, which contains the lab schedules. F/A-18 lab facilities are scheduled by submitting the request to Facility Coordinator. HARM CLC access is scheduled through HARM QA. EWIL access is scheduled through the EW Project Manager. (See paragraph 2.2.a.)

i. Schedule and obtain AV-8B and F/A-18 seat checks every six months at a minimum. The AV-8B seat checks are obtained in Hangar 3, Seat Shop. The F/A-18 seat checks are obtained in Hangar 3 in the Egress Shop. Certification in use of power carts (MMG1/1A and MMG2) are required one-time only in order to conduct testing of MLVS aircraft loading. The power cart certifications are obtained at the Power Cart Compound Training Room. (See paragraph 2.2.a.)

j. Coordinate with Quality Assurance (QA) personnel to check PC cards or any other media used to release software to the Fleet by filling out the QA request form; inform the QA personnel by telephone or E Mail message that the media is ready; verify the media; complete and log the QA request and distribute the media in accordance with WSSA distribution instructions. These procedures are detailed in Operations Procedures as listed in paragraph 2.2.a.

k. Log Fleet/Depot MLVS / PC Cards questions or problems; trouble shoot and test to provide results to the questions or problems if required; and provide results to the TA in writing for review and approval. **(CDRL B003)**. This tasking shall be part of the WR DataBase and shall be provided as noted above in Section 3.0. (See paragraphs 2.2.a, 2.2.b and 2.2.c)

l. Verify the technical accuracy of the Technical Manuals (listed in Section 2.0) used for I-level maintenance of the MLVS / PC Cards for diagnosis of MLVS and PC Cards malfunctions and if Manual deficiencies are found submit in writing to TA **(CDRL B004)**. This may occur once a year. (See paragraphs 2.2.a and 2.2.n)

3.4 Facility Operations And Maintenance. The Contractor shall:

a. Notify the TA in writing if Facility equipment located in the MLV Shop, Hangar 3, Room 3151 (i.e., the PC and PC Card drives that is required to load and copy OFPs and/or UDFs to PC Cards is not in operational-ready condition. (See paragraphs 2.1.e and 2.2.a)

b. Report problems with Facility computers to the Computer Services contact in Code 414600D. (See paragraph 2.2.a.)

c. Troubleshoot and provide repair or reconfiguration recommendations to the TA if the OFP load or copy capability goes down during use. (See paragraphs 2.1.e and 2.2.a)

d. Prepare failure reports **(CDRL B005)** for all downtime of the Facility due to equipment/computer failures that exceed eight (8) hours. Emergency failure reports may be provided verbally to the TA. . (See paragraph 2.2.a.)

e. Update the "Operations Procedures for the Memory Loader/Verifier Facility" (paragraph 2.2.a) to reflect any changes in or additions to the operations of the Facility that may occur. **(CDRL B006)**. This task is required when existing Facility operations are changed or added due to new software deliveries and/or new equipment deliveries.

f. Share knowledge of the operations, maintenance of the Facility with Government and Contractor personnel assigned to the Facility, by participating in OFP Loader Team meetings (conducted every other week) and Facility Coordination Meetings (conducted on a weekly basis).

g. As MLV Shop Lead, the Contractor shall:

(1) Act as the China Lake Point of Contact (POC to the AV-8B Support Equipment Program Office (SEPO) at NAWCAD, Lakehurst.

(2) Attend Progress Review Board (PRB) meetings and deliver monthly status reports.

(3) Prioritize MLV Shop tasking as it arrives and determine and resolve conflicts with contractor personnel schedules and workload.

(4) Consult and work with Loaders Task Team Lead (TTL) to resolve conflicts and provide estimates, when required, of MLV Shop tasking.

(5) Recommend and make process improvements to help complete tasks more efficiently and cost effective.

(6) Ensure that shop equipment is kept in running order and repair, as required, in a timely manner and recommend replacements/upgrades as necessary to meet all work requirements.

(7) Convene regular Shop meetings to address tasking, questions and issues.

3.5 Access to Government Vehicle (USN):

The Government may require the Contractor to operate Government-owned vehicles, when available, on- and off- Center while performing tasks under this PWS. Potential uses of Government-owned USN vehicles may include: {i.e: (a) attend meetings, (b) transport data, equipment, and material to/from various locations}. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with Section I of this Basic contract (FAR 52.228-7)

c. Meet all requirements of FAR 45 and clauses 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000573690
AMOUNT: $172,000.00
CIN 130017988900001: $172,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 October 2010 through 31 July 2013

6. Overtime:

   a. No more than 180 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) CDRLS
Attachments (3) DD254 (Sent separately)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0037

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 60% (weight) Performance, Schedule and Cost must add to 100%

PERFORMANCE FOR THIS TASK ORDER MEANS:

1. Technical accuracy and completeness of deliverables are in accordance with the Performance Work Statement.
2. All software loaded correctly in preparation of testing:
   (1) Minor Error
   An error in a delivered product that, when fixed, does not impact QA or Fleet delivery schedules will be considered a "Minor Error". These errors may be noticed "in-house" and reported by the MLVS shop lead; if caught externally, would be reported by the QA personnel. An example of a minor error would include: Mislabeling the PC card, using the wrong LUT or software, etc. Minor errors do not impact teams or schedules, nor are they detrimental to the reputation of the MLV shop.

   (2) Major Error
   An error in a delivered product that, when fixed, adversely affects either teams, schedules or reflects poorly on the MLV shop will be considered a "Major Error". These errors will be reported by a QA specialist or an F/A-18 (or other team) test engineer. An example of a major error would include: any error which caused corruption of the WRAs in the lab or aircraft, FOD'ing the aircraft, adversely impacting operations for flight test or fleet release, using incorrect or incomplete LUT or software which causes a complete PC card rebuild, or any other major error that, when encountered, is detrimental to the reputation of the MLV shop and causes schedule delays. See continuation page

SCHEDULE 30% (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:

1. Contractor's responsiveness to the task schedule requirements.
2. All CDRLS and deliverables on time, accurate, and complete.
3. Software loaded timely with no adverse impact to test schedule.

See continuation page

COST 10% (weight)

COST FACTORS:	
1. Overall task is completed within costs negotiated on the Task Order. 2. Proposal includes labor categories appropriate to level of work required by the PWS. 3. Recommendations for improvements results in cost savings to the Government. See continuation page	
EVALUATOR (b)6	DATE 7-15-2010

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Software Fleet Releases / Software Test Flights Requests Accuracy @ Deliver during reporting period.	0 Faults-130% Satisfaction 1 Minor Fault-120-129 % 2 Minor Faults-110-119% 3 Minor Faults-100-109% 1 Major Fault-80-99% 2 Major Faults-60-79% > 2 Major Faults-0-59%	• Conduct independent surveys • Review and validate contractor metrics • Quality Assurance metrics
Financial Report Accuracy for financial reports generated to program sponsors during reporting period.	0 Errors-130% Satisfaction 1-2 Minor errors-120-129 % 3-4 Minor errors-110-119% 5-6 Minor errors-100-109% 1 Major errors-80-99% 2 Major errors-60-79% > 2 Major errors-0-59%	• Conduct independent surveys • Review and validate contractor reports/records/metrics • Government Review
CM/DM Data base accuracy during reporting period	0 Errors-130% Satisfaction 1-2 Minor errors-120-129 % 3-4 Minor errors-110-119% 5-6 Minor errors-100-109% 1 Major errors-80-99% 2 Major errors-60-79% > 2 Major errors-0-59%	• Review and validate contractor reports/records/metrics • Government Review of Data base output

Schedule Objective	Schedule Standard and Acceptable Quality Level	Method of Schedule Assessment
Software Fleet Release / Software Test Flight requests Delivery (% of estimated schedule)	>20% early-130% Satisfaction 10-19% early-129 % 0-9%early-110-119% On Schedule-100-109% 0-9% late-80-99% 10-25% late-60-79% > 25% late-0-59%	• Conduct independent surveys • Review and validate contractor metrics • Government Schedule Review
Financial Report Delivery (Monthly reports to Sponsor) (evaluated on working days)	5 days early-130% Satisfaction 3-4 days early-120-129 % 1-2 days early-110-119% On Time-100-109% 1-2 days late-80-99% 3-4 days late-60-79% > 5 days late-0-59%	• Conduct independent surveys • Review and validate contractor reports/records/metrics • Government Review
CM/DM Data base entry of tracking information (evaluated on working days)	1 day -130% Satisfaction 2-3 day latency -120-129 % 4-5 day latency-110-119% 6-7 day latency-100-109% 8-9 day latency-80-99% 10 day latency-60-79% > 10 day latency-0-59%	• Review and validate contractor reports/records/metrics • Government Review of Data base output

Cost Objective	Cost Standard and Acceptable Quality Level	Method of Cost Assessment
Ensure effective cost control.	5% below budget-130% satisfaction 3-4% below budget-120-129 % 1-2% below budget-110-119% On Budget-100-109% 1-2% over budget-80-99% 3-4% over budget-60-79% 5 of more% over budget-0-59%	• Review/validate contractor reports
Ensure accurate cost data collection and reporting.	0 Errors-130% Satisfaction 1-2 Minor errors-120-129 % 3-4 Minor errors-110-119% 5-6 Minor errors-100-109% 1 Major errors-80-99% 2 Major errors-60-79% > 2 Major errors-0-59%	• Review/validate contractor reports

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA. 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Officer for Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY:
	B	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
C/DM, Testing, Facilities Operations & Maintenance	STARS II T.O. 0037	Jacobs N68936-08-D-0016

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B001	TECHNICAL REPORT – STUDY/SERVICES	Test Report

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	SOW Para 3.3.c., 3.3.d., 3.3.f.	NAVAIRWD CODE 414600D

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	SEE BLK 16	ASREQ	SEE BLK 16

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
N/A	N/A	SEE BLK 16

Block 16: Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution statement shall be provided by Government prior to 1st submittal.

Block 12 & 13: To be delivered NLT 10 DA completion of test.

Block 14: Shall be delivered in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414600D	0	1	0
Code 210000D		LTR	ONLY
15. TOTAL	0	1	0

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	080225	Deborah Moore DRRB Chairperson	100805

DD Form 1423-1, 1 Jun 9090

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	B	

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
C/DM, Testing, Facilities Operations & Maintenance	STARS II TO 0037	Jacobs N68936-08-D-0016

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B002	TECHNICAL REPORT – STUDY/SERVICES	Test Plan and Test Procedure Comments

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	SOW Para 3.3.e	NAVAIRWD CODE 414600D

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	SEE BLK 16	ASREQ	SEE BLK 16

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
N/A	N/A	SEE BLK 16

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Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	080225	Deborah Moore DRRB Chairperson	100805

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	B	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
C/DM, Testing, Facilities Operations & Maintenance	**STARS II T.O. 0037**	**Jacobs N68936-08-D-0016**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B003	**TECHNICAL REPORT – STUDY/SERVICES**	**Question/Problem Results**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.3.k**	**NAVAIRWD CODE 414600D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A	**N/A**	**SEE BLK 16**

Block 16: Remarks

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Block 9: Distribution statement shall be provided by Government prior to 1st submittal.

Block 12 & 13: Initial submittal to be submitted NLT 5 DA receipt of question/problem. Final submittal to be delivered NLT 1 DA receipt of Government comments with comments incorporated.

Block 14: Shall be delivered in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414600D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080225**	Deborah Moore **DRRB Chairperson**	**100805**

DD Form 1423-1, 1 Jun 9090

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	B	

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
C/DM, Testing, Facilities Operations & Maintenance	**STARS II T.O. 0037**	**Jacobs N68936-08-D-0016**

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B004	**TECHNICAL REPORT – STUDY/SERVICES**	**Technical Manual Deficiencies**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.3.l**	**NAVAIRWD CODE 414600D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
N/A		**N/A**	**SEE BLK 16**

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a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 414600D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL →	**0**	**1**	**0**

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Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080225**	Deborah Moore **DRRB Chairperson**	**100805**

DD Form 1423-1, 1 Jun 9090

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Form Approved
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A. CONTRACT LINE ITEM NO.	B. EXHIBIT **B**	C. CATEGORY: TDP TM OTHER: MISC
D. SYSTEM/ITEM **C/DM, Testing, Facilities Operations & Maintenance**	E. CONTRACT/PR NO. **STARS II T.O. 0037**	F. CONTRACTOR **Jacobs N68936-08-D-0016**
1. DATA ITEM NO. **B005**	2. TITLE OF DATA ITEM **TECHNICAL REPORT – STUDY/SERVICES**	3. SUBTITLE **Failure Report**
4. AUTHORITY *(Data Acquisition Document No.)* **DI-MISC-80508B**	5. CONTRACT REFERENCE **SOW Para 3.4.d**	6. REQUIRING OFFICE **NAVAIRWD CODE 414600D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
N/A		**N/A**	**SEE BLK 16**

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414600D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

Block 16: Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution statement shall be provided by Government prior to 1st submittal.

Block 12 & 13: To be delivered NLT 1 DA failure.

Block 14: Shall be delivered in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	**080225**	Deborah Moore **DRRB Chairperson**	**100805**

DD Form 1423-1, 1 Jun 9090

CONTRACT DATA REQUIREMENTS LIST
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Form Approved
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	B	TDP TM OTHER: MISC

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
C/DM, Testing, Facilities Operations & Maintenance	STARS II T.O. 0037	Jacobs N68936-08-D-0016

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B006	TECHNICAL REPORT – STUDY/SERVICES	Operations Procedures Update

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	SOW Para 3.4.e	NAVAIRWD CODE 414600D

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	SEE BLK 16	ASREQ	SEE BLK 16

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A	N/A	SEE BLK 16

Block 16: Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution statement shall be provided by Government prior to 1st submittal.

Block 12 & 13: Initial submittal to be delivered NLT 10 DA any change/addition to the operations of the facility. Final submittal shall be 5 DA receipt of Government comments with comments incorporated.

Block 14: Shall be delivered in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414600D	0	1	0
Code 210000D		LTR	ONLY
15. TOTAL	0	1	0

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100	080225	Deborah Moore DRRB Chairperson	100805

DD Form 1423-1, 1 Jun 9090

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0038	2010 Oct 01	1300180099	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $490,683.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		3,855	Hours		$158,087.00

Squadron Tech & Admin Support services
CPAF - In accordance with Section C of the Performance Work Statement.
This task order is severable.
FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$158,087.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting purposes only Mil Admin – VX31 Support	

CIN: 130018009900001 ACRN AA $12,545.00

PURCHASE REQUEST NUMBER: 1300180099

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102	For Navy Accounting purposes only Fin/Admin – VX30 Support	

CIN: 130018009900002 ACRN AB $6,273.00

PURCHASE REQUEST NUMBER: 1300180099

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounting purposes only Fin/Admin – VX30 Support	

CIN: 130018009900003 ACRN AC $37,635.00

PURCHASE REQUEST NUMBER: 1300180099

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		3,855	Hours		$163,536.00

Squadron Tech & Admin Support services
CPAF - In accordance with Section C of the Performance Work Statement.
This task order is severable.
FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$163,536.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		3,855	Hours		$169,060.00

Squadron Tech & Admin Support services
CPAF - In accordance with Section C of the Performance Work Statement.
This task order is severable.
FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$169,060.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS) SQUADRON TECHNICAL AND MILITARY ADMINISTRATIVE SUPPORT
N68936-08-D-0016, T.O. 0038
1 October 2010

Applicable Contract SOW Paragraph Numbers: 3.5, 3.8

1 **Scope.** The scope of this task order is to provide technical and military administrative support in the areas of data entry, military personnel records management, military correspondence, and command support documents, for military contractor oversight, search and rescue, and Fleet Response Center West Site China Lake (FRC West) officer and enlisted personnel to Air Test and Evaluation Squadron THREE ONE (VX-31) (Code 51J000D). This task order will also include data management , data processing, data analysis, business and administrative support, and other tasks to support the Financial Department NAWCWD (VX-30) (Code 519000E) Pt Mugu, California

2 **Applicable Documents**. The Government will provide the most current version of the following documents to the Contractor.

2.1 NWC IDP 3680
2.2 OPNAVINST 4790 Naval Aviation Maintenance Program
2.3 OPNAVINST 1650 Military Awards Manual
2.4 Desk Book Procedures
2.5 BUPERSINST 1020.11P-1616.9A Enlisted Evaluation Manuals
2.6 NAVPERS 15560C Naval Military Personnel Manual
2.7 BUPERS PUBLICATIONS/DIRECTIVES CD-ROM
2.8 OPNAVINST 3120.32C
2.9 UCMJ
2.10 Joint Travel Regulations (JTR), latest revision
2.11 Department of Defense Financial Management Regulations
2.12 Financial System Manuals
2.13 Comptroller Financial Guidance Memorandums
2.14 Financial Systems Operating Guidance
2.15 Cross Application Time System (CATS)
2.16 Travel Manager (TM) documentation

3 **Performance Requirements.**

3.1 General. The Government will provide tasking to the Contractor electronically, via the Contractor's "in-basket" electronically or hardcopy, handwritten or computer-generated notes or instructions, or verbally via telecommunications or in person. Travel and overtime may be required of this Task Order. Task shall be verified by the Technical Assistant (TA) for accuracy and compliance with required Task Order procedures in accordance with Section 2.0, Paragraphs 2.1 through 2.16 of this Performance Work Statement (PWS) prior to implementation. The Contractor shall perform assigned tasking using established processes describe in Section 2. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvement to the processes that result in cost or time saving to the Government.

a Perform military administrative support including: Naval messages, fitness reports, performance evaluations, instructions and notices, and, award recommendations and citations in accordance with the documents referenced in paragraphs 2.1 through 2.7.
b Process correspondence and other documents including military leave papers, permanent change of duty station (PCS) packages, special officer requests (resignation, AEDO, special pay, and others as necessary), legal reports and records per paragraph 2.9, and certificates (promotion, advancement, good conduct, and others as necessary).

c Generate other miscellaneous documents, including plan of the week, CSD and BUPERS documents, letters of instruction (LOI), welcome aboard and sponsor program, desk procedures, change of command and retirement scripts and awards, social rosters, zone inspections and others as necessary.

d Have a working knowledge of the Military ranking structure and insignias, Military chain of command, and standard Military protocol for all services.

3.2 Database Administration. In performance of these tasks, the Contractor shall refer to paragraphs 2.1, 2.3 through 2.16 The Contractor is authorized to work overtime at the request, verbally or in writing, of the customer in support of this effort. The Contractor shall:

a. Perform editing, formatting, coordination and data entry in support of military personnel records management.

b. Utilizing various existing websites and servers, provide data handling support including:
(1) Updating flight-related data in databases
(2) Generating reports for distribution to various agencies at regular intervals
(3) Maintaining monthly flight data (e.g. pilot, aircrew, aircraft, project, proficiency of flight data)

c. Data entry into the Squadron Administration database and management information system of vital personnel information including, but not limited to:

(1) Performance evaluation.

(2) Fitness reports.

(3) Awards documentation

(4) Disciplinary actions, punitive or non-punitive, IAW paragraph 2.9.

(5) Recall lists

(6) Individual augment (IA) list

(7) Military timecards

(8) Contact list

d. Evaluate and analyze system releases in all of the above-mentioned systems to ensure financial, managerial data, and reports are correct and the changes do not affect the integrity of the financial data. This includes conducting complex financial study analyses to solve problems, trends, or conditions that deal with input or output of the labor data and or systems.

e. Validate and reconcile information already existing in the database with the data gathered from the labor documentation. Assist the customer in identifying proper documentation needed to process labor adjustments.

f. Respond to customer queries relating to "status" of accounting. The TA shall be notified of any backlog or workload issues that may arise.

g. Validate all logs, weekly, bi-weekly and monthly reports in accordance with documents referenced in Section 2.

3.3 Military Document Control. The Contractor shall transition military documents between tenant commands as needed. The Contractor shall also update and maintain military records and return to tenant command for final processing in accordance with the document referenced in paragraph 2.8.

3.4 Maintain Desk Guide. The Contractor shall maintain and update the Desk Book Procedures, in accordance with the document referenced in paragraph 2.4. All updates and changes shall be discussed with and approved by the Technical Assistant prior to implementation.

3.5 Government-owned vehicles (USN). The Contractor may be required to use Government owned vehicles (when available) on- and off-Center, while performing tasks, under this PWS. Potential uses of Government-owned USN vehicles may include the transport of data, equipment, and material to/from various locations. The contractor shall:

a. Have a valid California driver's license
b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with section I of this Basic contract (FAR 52.228-7)
c. Meet all requirements of FAR 45, and clauses 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.6 Non-Disclosure Certification. A Non-Disclosure document shall be signed, dated and provided to the COR for each Contractor assigned to this task order.

Section E - Inspection and Acceptance

INSPECTION

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000576107
AMOUNT: $12,545.00
CIN 130018009900001: $12,545.00

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000576107
AMOUNT: $6,273.00
CIN 130018009900002: $6,273.00

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000576107
AMOUNT: $37,635.00
CIN 130018009900003: $37,635.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Unclassified.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 – 31 July 2013

6. Overtime:

   a. No more than 15 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0038

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 60 % (weight) **Performance, Schedule and Cost must add to 100%**

PERFORMANCE FOR THIS TASK ORDER MEANS:

1. All work request documentation shall meet the requirements for each work request as required in the performance work statement (PWS)
2. Provide effective, efficient, and high quality products and services.
3. Provide effective planning and coordination with subcontractors and execution of tasking accomplished in an exceptional and timely manner.

See continuation page

SCHEDULE 30 % (weight)

CRITICAL FACTORS IN THE SCHEDULE ARE:

1. Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.
2. Ensure response times during government core work hours are met.
3. Process all data within timeframes specified in the PWS.

See continuation page

COST 10% (weight)

COST FACTORS:

1. Contractor will ensure accurate cost data collection and reporting.
2. Contractor will ensure effective cost control.
3. Ensure that tasks are matched to appropriate skill levels.

See continuation page

EVALUATOR (b)6	DATE 16 August 2010

T.O. 0038 QASP continuation page

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95

130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

Method of Assessment:
Performance/Quality: Review performance to the requirements as defined in the PWS, customer surveys, and contractor reports.

Method of Assessment:
Schedule: Review work request tasking schedule, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

Method of Assessment:
Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0039	2010 Oct 01	1300179163	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254100D
ATTN: D. MCKELLAR
(760) 939-9661
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER
DELIVERY/CALL [X] This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE [ ] Reference your quote dated
Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $5,393,351.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		32,180	Hours		$1,806,166.00

F/A-18 Library Config, Data mgmt, & QA

CPAF - In accordance with Section C Performance Work Statement (PWS). This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,806,166.00

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000101	For Navy Accounting purposes only		
CIN: 130017916300001		ACRN AA	$108,000.00

PURCHASE REQUEST NUMBER: 1300179163

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000102	For Navy Accounting purposes only		
CIN: 130017916300002		ACRN AC	$192,000.00

PURCHASE REQUEST NUMBER: 1300179163

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000103	For Navy Accounting purposes only		
CIN: 130017916300003		ACRN AB	$150,000.00

PURCHASE REQUEST NUMBER: 1300179163

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		31,220	Hours		$1,762,719.00

F/A-18 Library Config, Data Mgmt, & QA

CPAF - In accordance with Section C Performance Work Statement (PWS). This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,762,719.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		31,220	Hours		$1,824,466.00

F/A-18 Library Config, Data Mgmt, & QA

CPAF - In accordance with Section C Performance Work Statement (PWS). This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,824,466.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT
AND SOFTWARE QUALITY ASSURANCE SUPPORT
for the
F/A-18 Advanced Weapons Laboratory
Contract N68936-08-D-0016, T.O. 0039
1 October 2010

Applicable Contract SOW paragraphs: 3.1, 3.2, 3.4, 3.5, 3.6, and 3.8

1 **Scope.** The scope of this task order includes: management and operation of multiple libraries; conducting studies, analysis and assessment; project planning, technical reviews, preparing documentation and performing administration and enhancements for database systems; information technology services; data and information handling and administration; configuration management/data management; quality assurance and business services in support of the F/A-18 Advanced Weapons Laboratory. The scope also includes data maintenance and distribution for the Avionics Department, 450000D and the Systems Engineering Department, 410000D, limited to integrated Product Team (IPT) to IPT and IPT to Competency only.

1.1 **Background**. The Naval Air Warfare Center, China Lake, (NAWCWD) F/A-18 Advanced Weapons Laboratory (AWL) Integrated Product Team (IPT) is responsible for Software Configuration Set/Operational Flight Program (SCS/OFP) maintenance, development, and testing. The F/A-18 AWL IPT has the responsibility for the continuing operation of the F/A-18 libraries, Configuration Management/Data Management (CM/DM), and Software Quality Assurance (SQA) to provide support for the IPT, affiliated organizations, and Foreign Military Sales (FMS). These activities span the F/A-18 weapon systems for the entire life cycle of the aircraft.

The CM/DM and Software SQA team serves as the hub of the F/A-18 AWL IPT. Additionally, there is varied CM, DM, and SQA tasking of assorted products and processes to facilitate F/A-18 AWL IPT operations between NAVAIR-WD, various Government activities, FMS customers, and DoD Contractors.

2.0 **Applicable Documents.**

2.1 F/A-18 Software Support Library (SSL) Desk Procedures
2.2 F/A-18 Radar Task Team Support Desk Procedures
2.3 F/A-18 Engineering Support Library (ESL) Desk Procedures
2.4 F/A-18 Quality Assurance Desk Procedures
2.5 F/A-18 Project Office Desk Procedure
2.6 F/A-18 WSSA Management and Systems Engineering Process Manual
2.7 Configuration Management Standards Summary for the F/A-18 Integrated Product Team Advanced Weapons Laboratory, AWL-REPORT-032
2.8 Data Management Standards Summary for the F/A-18 Integrated Product Team Advanced Weapons Laboratory, AWL-REPORT-137
2.9 Configuration Management Review and Audit Plan for the F/A-18 Integrated Product Team Advanced Weapons Laboratory, AWL-PLNPROC-037
2.10 Data Management Review and Audit Plan for the F/A-18 Integrated Product Team Advanced Weapons Laboratory, AWL-PLNPROC-151
2.11 F/A-18 Process and Product Quality Assurance Plan (latest issue)
2.12 Various OFP Verification Procedures for AWL labs and aircraft
2.13 Industrial Security Manual, DOD 5220.22M
2.14 Technical Manual, Organizational Maintenance, Software Configuration Manual, Navy Model F/A-18A/B/C/D 161353 and Up, Doc. No. A1-F18AC-SCM-000, 1 Sep 1995, Change 7-1 May 1999 (or latest issue)
2.15 Technical Manual, Organizational Maintenance, Software Configuration Manual, Navy Model F/A-18E and F/A-18F 165533 and Up, Doc. No. (DM)A1-F18EA-SCM-000 dated 15 Sep 1999 (or latest issue)

2.16 Capability Maturity Model—Integrated, Systems/Software Engineering (CMM—SE/SW), Version 0.2b (Draft) (or latest issue)
2.17 F/A-18 Configuration Management Handbook
2.18 Configuration Management Plan for the F/A-18 Integrated Product Team Advanced Weapons Laboratory Cognizant Products
2.19 CMMI Guidelines for Process Integration and Product Improvement by Mary Beth Chrissis, Mike Konrad, Sandy Shrum, copyright 2003
2.20 Data Maintenance and Distribution deskbook procedures

3 Performance Requirements.

3.1 General. The Government may require contractor travel, training and/or overtime in support of this Task Order. Tasking will be provided via request form, e-mail, fax, or Contractor's "In-basket". Required milestones and/or deliverables will be indicated with each task. Attendance and participation at meetings will be required to support the various tasks. The Government may require the Contractor to operate Government-owned vehicles, on- and off-Center, while performing tasks under this Task Order. The contractor shall use the Industrial Security Manual (in accordance with the document referenced in paragraph 2.13 or latest security directives). While the Contractor is required to follow these established processes in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government. The Contractor shall:

a. Assemble, maintain, and use as a reference the most current Desk Procedures and guidelines (see documents referenced in 2.1 – 2.11, 2.17 and 2.18) in the execution of the tasks delineated in this PWS.

b. Provide the Technical Assistant (TA) with a copy of all materials such as Desk Procedures (**CDRL B001**), CM/DM/QA Plans, and associated procedures used by the team to carry out their tasking. All new and updated procedures shall be **electronically** submitted to the TA for review and approval, prior to implementation.

c. Provide a copy of all deliverables in the specified format, or as negotiated between the TA and Project Lead.

d. Participate in status, planning, review, and/or Technical Interchange meetings with the TA and other members of the AWL to discuss projects, schedules, tasking, processes, priorities, and action items.

e. Participate in Government process development, improvements and related training, and identify potential improvements in systems and processes. These activities are intended to support AWL management initiatives to prepare for Software Engineering Institute (SEI) assessments and implement process improvements (see documents referenced in paragraphs 2.16 and 2.19).

f. Attend and participate in the planning, initiation, and review of projects from a CM/DM and/or SQA perspective when invited by the Government.

g. Ensure compliance of CM/DM processes to F/A-18 libraries' written procedures (documents referenced in paragraphs 2.1, 2.2, and 2.3). Reviews and audits will be conducted by members of the F/A-18 SQA team.

h. Maintain a list of all reference materials used for the tasking in this PWS, where the materials can be found, and identify the PWS function to which each reference applies. The contractor shall ensure that the listing (**CDRL B002**) is complete and accurate. This list shall be updated quarterly and delivered **electronically** to the TA (**e.g. 15 December, 15 March, 15 June, and 15 September).**

i. Train and/or cross-train all CM/DM and SQA team members in the use of various kinds of hardware and software, and processes and procedures.

j. Ensure coverage of the AWL office and Libraries to support customer requests from 0700 to 1700, on the Base flex work schedule. Deviations from these schedules will be with the approval of the Project Lead and TA. SQA work schedule may vary, as appropriate to support scheduled aircraft and lab usage.

k. Provide unclassified and classified data and information handling services, where requested within the AWL.

l. Ensure at least one member of the Contractor's assigned personnel possess a clearance above Secret, in order to support AESA or other programs, if required.

m. Operate and maintain two Government-provided (2) GFP/CAP vehicles, to support the requirements of this PWS, in compliance with 5252.245-9500. While this vehicle will be registered in the Contractor's name, these vehicles are Government-owned. Additionally, the Contractor employees shall:

(a) Maintain a valid California driver's license.
(b) Perform all required vehicle maintenance and repairs (including vehicle smog checks).
(c) Use the most cost-effective/economical means available to fuel the vehicles (using the Government fuel farm or Contractor's negotiated local gas station).
(d) Maintain insurance coverage to include the vehicles and Contractor employees driving the vehicles.
(e) Utilize other STARS Task Order vehicle(s) (as designated by the Contracting Officer and Contracting Officer Representative), on a non-interference basis, to support this Task Order 0039.

n. Upon approval of the Contracting Officer, COR, and TA, replace an inoperative vehicle, as needed to meet the daily requirements of this PWS.

o. Be provided Government Furnished Property (GFP) for the performance of this T.O.

p. Not provide, distribute, transmit or otherwise convey F/A-18 data to anyone not on the library access list or who does not have a one-time access signed form without contacting the TA first.

q. Contractor personnel may be required to operate Government-owned vehicles, when available, "on-base" while performing tasks under this PWS. Potential **uses of Government-owned USN** vehicles, if available, includes: (a) transport of data and material to/from local Government support and supply facilities, (b) transport of OFP loaders, OFP media and related materials to/from the Advanced Weapons Laboratory (Hanger 5). To operate a USN vehicle, the contractor shall:

(a) Maintain a valid California driver's license.

(b) Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

(c) Meet all requirements of FAR 45, 52.245-1, 52.245-9, and 5252.245-9500 while operating Government vehicles.

r. Participate in a variety of NAVAIR initiatives; e.g., Mission Area Teams (MAT), Airspeed, Seapower 21, Sigma 6. These and other upcoming NAVAIR initiatives will be provided all required CM/DM, SQA, and Library support. This may also entail supporting other aircraft platforms e.g., AV-8B, H-1, Special Missions, JSF; missile programs, e.g., JSOW, HARM, or other organizations or activities as may be assigned by NAVAIR, China Lake management, or the AWL. Participation may include consulting, auditing, process and/or procedure, or collaboration on/or with other projects in working more efficiently, effectively and doing more with less, faster, better, and cheaper.

s. Provide ELIS customer assistance and training to new users, as necessary.

3.2 **Library Support.** The Government may require contractor travel, training, and/or overtime in support of the tasking below. The Contractor shall perform all library functions in accordance with the approved Desk Procedures (see documents referenced in paragraphs 2.1, 2.2, and 2.3). In support of Library functions, the Contractor shall:

a. Receive, process, duplicate, scan, convert, distribute, track, store, and retrieve documents and media related to F/A-18 systems and programs. This shall be done no later than three working days after receipt. The exception is Version Description Documents (VDDs) which are high priority and must be processed and uploaded into the electronic library system no later than two working days.

b. Upload readable soft copy data, as requested, to the appropriate library server.

c. Perform QA checks on materials delivered to, and generated by, the libraries. Ensure that the identification, labeling, security markings, and content of data items received and delivered is complete, correct, and consistent with the transmittal form.

d. Ensure that all electronic media are virus-free.

e. Ensure all flight and data tapes are properly marked, that a transmittal sheet accompanies each tape or set of tapes, and that all fields of the transmittal sheet are properly filled out.

f. Keep records of the number, type, and classification of flight and data tapes received, destroyed, and checked out each month and a cumulative record. Include this record of tapes processed in the monthly **Level of Effort Report, CDRL A001**.

g. Utilize the Defense Automated Printing Service (DAPS) duplication capabilities, as necessary. Deliver a monthly summary of all DAPS duplication requests to the TA. **The DAPS Summary Report (CDRL B003)** shall include page counts and costs and be delivered to the TA, **NLT the 9th workday of each month**.

h. Ensure that only authorized F/A-18 IPT members are allowed access to the F/A-18 library data.

i. Maintain and use the most current version of each Library Desk Procedure (SSL, Radar, and ESL) **(CDRL B001)** as the primary operating instruction. Review and update the Desk Procedures to reflect current operating processes. Submit quarterly updates to the TA for approval. **(Due 15 December, 15 March, 15 June and 15 September.)**

j. Maintain the Technical Data Library and provide data handling & documentation support to the T&E team which includes: manage and maintain updates for the T&E file system; coordinate the processing, filing and distribution of technical publications and amendments; coordinate receipt, registry and delivery of T&E team inward and outward technical data and correspondence.

3.2.1 Software Support Library (SSL). The SSL is the central repository of all F/A-18 data. It is located at Armitage Field, Building 98012, and contains a vault for storage of classified data. The SSL serves as the primary AWL library with oversight, direction, and training provided to the Engineering Support Library (ESL) and Radar Library (RL). The SSL and ESL will utilize the Electronic Library Information System (ELIS) as the primary point of data entry for tracking and storing library materials. The list of F/A-18 personnel who are authorized access to the libraries will be provided monthly, by the TA. The Database Administrator (DBA) for ELIS shall provide a monthly report, no later than 9 working days after the beginning of a new month, to the TA containing a listing of personnel authorized to access ELIS. In support of the SSL, the Contractor shall:

a. Function as the primary library and technical documentation custodian for the F/A-18 AWL.

b. Scan or upload all documentation received by the libraries into ELIS **no later than 3 workdays after receipt**. Enter and maintain accurate metadata for all materials in the ELIS. Perform QA on the entered data and resolve any errors, problems or issues identified. Maintain records and metrics of ELIS activities and include these in the monthly **Level of Effort Report, CDRL A001.**

c. Perform ELIS System Administrator functions and coordinate with the TA all changes, modifications, and updates to the ELIS systems as needed.

d. Convert all 9-track data tapes to new media (e.g. CD-ROM or Optical Disk) and verify that the data can be successfully reconverted or retrieved, as needed. Upon written approval from the TA and AWL Chief Engineer, destroy the tapes.

e. Operate a database to track the converted 9-track tapes and document the procedures for operating this database in the SSL Desk Procedure.

f. Duplicate documents and media and distribute materials, as requested. Provide copy of all shipping documentation to DM within five working days after shipping.

g. Upon receipt of tapes from the Range Control Center (RCC), verify each tape has the proper classification markings and verify the accuracy of the form. This data shall be entered into the SSL Tape Tracking database. This data shall be maintained indefinitely, for historical and auditing purposes. **Electronically deliver the SSL Tape Tracking Report (CDRL B004) monthly** and produce tape reports, as requested by customers or the TA, **within eight (8) working hours of receipt of a request**.

h. The SSL Tape Tracking database shall be backed up **at least monthly**. A copy of the monthly backups shall be stored in the ESL.

i. Respond to customer requests to generate documents on specific media, mass-produce CD-ROMs, and affix accurate labels. The TA shall approve any format changes to SSL media labels.

j. Perform QA checks of all data and metadata entered into ELIS to ensure the data is complete, accurate, viewable by customers, and that no inappropriate data (e.g., classified or limited distribution) has been entered. The same person who entered the data into ELIS may not perform the quality check. Maintain records of QA reviews performed, errors found, issues, and who performed the review and resolution (if any is required).

k. Ensure backup of the ELIS database servers **daily, weekly, and monthly.** Store a copy of the monthly backups in the ESL. Any changes to this schedule shall be approved by the TA.

l. Utilize the assigned vehicle to make at least one **daily courier run** between the SSL and AWL. For priority requirements, additional courier runs will be made. The courier runs will include stops at various base locations for pickup and delivery, as needed.

3.2.2 Engineering Support Library (ESL). The ESL is located in the AWL and is the repository for current hard-copy holdings of engineering documents. The ESL contains safes for EW and other classified materials. The ESL is the first point of contact for Data Management to deliver products that go into the library, and for retrieval and duplication of documentation and data for customers. In support of the ESL, the Contractor shall:

a. Provide library services and data handling support to include receiving, storage, retrieval, duplication, scanning, distribution, faxing, and destruction of documents and electronic media.

b. Prepare and distribute to AWL management the weekly "Fly-Me" report and other metrics/reports relating to AWL operations.

c. Scan in small documents for uploading into ELIS and enter the related metadata. Respond to customer's or TA's requests to scan in data and download it to the requested media.

d. Perform quality checks using a standard checklist on all media generated and data/metadata entered into ELIS to ensure the data is complete, accurate, viewable by customers and that no inappropriate data (e.g., classified or limited distribution) has been entered. The quality review shall not be performed by the same person who entered the data. Keep checklists, and records of materials scanned and quality reviews performed.

e. Operate the ESL Duplication and Fax Center to provide responsive support to authorized customers. The absence of the duplication and Fax Center operator will be limited to 15 minutes. Federal and California State laws regarding breaks and lunch will take precedence. The Operator shall have a sign in/out board to indicate route if the tasking exceeds 15 minutes. The ESL shall serve as the primary backups when the Duplication and Fax Center operator is unavailable.

f. Provide detailed status report data to the TOL, for incorporation into the monthly **Level of Effort Report, CDRL A001**.

3.2.3 Radar Library (RL). The RL is located in the AWL and serves as the repository for all Radar materials. The RL contains unclassified and classified materials and also maintains the Radar Tape library. The ELIS database is available to the RL for unclassified materials. In support of the Radar Library, the Contractor shall:

a. Perform functions as described in the Radar Desk Procedures (in accordance with the document referenced in paragraph 2.2).

b. Scan documents and enter data into the Radar database.

c. Provide library customer service and tape library support, as needed.

d. Provide backup assistance for the ESL Duplication and Fax Center, as needed.

e. Provide detailed status report data to the TOL for incorporation into the monthly **Level of Effort Report, CDRL A001.**

f. Serve as an occasional data handling support/backup to the F/A-18 Security Officer on a not to interfere basis with RL tasking and as needed. This may include the receipt, pickup, retrieval, handling, processing, duplication, distributing, tracking, storing, mailing or storage of classified data related to F/A-18 systems and programs. Additionally, processing assorted AWL member request forms for access to the AWL or AWL resources, and entering the form data in the Key Card Access database will be required. A monthly key card activation/deactivation report (**CDRL B005**) shall be generated and delivered to the TA no later than the 9th day of each month.

3.3 Information Technology Support. **The Government may require travel, training and/or overtime in support of the tasking below. The Contractor shall:**

a. Provide expertise in CM/DM and SQA in support of the F/A-18 IPT, FMS, and special projects, as requested. Develop and deliver custom CM, DM and/or SQA documents, upon request. These shall be tailored to reflect the needed plans, processes and procedures, for the identified projects. Materials developed shall be coordinated with the TOL and TA.

b. Perform and/or facilitate process, project and program improvements, upon request and as agreed upon by the TA. This may include the following areas: (1) Project Management; (2) Project coordination and scheduling; (3) Team structure and functions (e.g., clarity of roles, accountabilities and responsibilities, authority, and workflows); (4) Process improvement activities; and (5) Performance

measurement, (6) Metrics data. The activities shall be coordinated with the Project Lead and TA and electronic copies of materials (**CDRL B006**) developed or modified provided **to the TA five (5) days after completion of each task, including a list of reference materials.**

c. At the request of the TA, investigate the feasibility of introducing new technology and implementing new capabilities for the collective CM/DM/SQA team (e.g. an electronic Class-I Engineering Change Proposal process). Recommend new tools, participate in meetings, prepare data for reviews, provide cost estimates and development schedules, and identify any training required. Identify impacts to other systems, processes and procedures. Provide the TA **an electronic** copy of all documentation developed, and reference materials used, in support of these activities.

d. Upon request, review management and technical documents (**CDRL B006**) and provide comments relative to CM/DM and SQA issues, provide comments **electronically to the TA**.

e. As requested, investigate topics, propose solutions and generate management or technical documents (**CDRL B006**) for AWL initiatives in Information Technology and/or Knowledge Management and, provide to the TA **electronically**.

3.4 **F/A-18 Library Technology and Modernization**. The Government will require travel in support of enhancing the AWL libraries tools and capabilities. The Contractor shall:

a. Maintain the ELIS Librarian User Manual. This document shall be in sufficient detail as to allow librarians to maneuver, enter, change, post, retrieve and delete data in ELIS. As upgrades to the ELIS systems are installed, the contractor shall evaluate the Librarian User Manual for accuracy and completeness, and update as needed. The contractor shall provide this manual to the TA 15 March, 15 June and 15 September.

b. Prepare and maintain an ELIS Database Administrator Manual in sufficient detail as to allow the backup DBAs to maneuver, enter, change, post, retrieve, add and delete data in ELIS as needed. The contractor shall provide this manual to the TA 15 March, 15 June and 15 September.

c. Develop and deliver to the TA the **ELIS Access Report (CDRL B007)**, no later than **the 9th day of each month**.

3.5 Configuration Management and Data Management (CM/DM). **The Government may require travel or training in support of this task. In support of the F/A-18 AWL CM/DM requirements, the Contractor shall:**

a. Keep current on the latest CM/DM Government standards and industry 'best practices'. Review DOD, NAVAIR, SEI/CMM/CMMI, ISO and IEEE/EIA policies, standards and instructions for flow-down to the F/A-18 AWL. Review CMMI Textbook (document referenced in paragraph 2.19) for recommended CM/DM practices. Update the **CM Standards Summary** and **DM Standards Summary** (document referenced in paragraphs 2.7 and 2.8) to reflect mandated CM/DM requirements and/or F/A-18 processes, practices and initiatives. As new mandates and flow-downs are identified, submit recommended changes to these documents to the TA electronically, for approval (document referenced in paragraph 2.16).

b. Develop, and submit for TA approval, a **CM Review and Audit Plan** and a **DM Review and Audit Plan** for the AWL (documents referenced in paragraphs 2.9 and 2.10).

c. When requested and coordinated by the TA, conduct a review and audit of F/A-18 AWL organizations' CM/DM policies, processes, procedures, and practices, using the CM/DM Review and Audit Plans. Report the findings and specific recommendations to the TA. This report shall include an analysis of the level of compliance and recommendations to enhance the efficiency and effectiveness of the F/A-18 AWL CM/DM processes and systems, while implementing appropriate Government standards and industry "best practices".

d. Upon Government approval of recommendations, revise the F/A-18 AWL CM/DM Plan and CM Handbook. The F/A-18 AWL CM/DM Plan and CM Handbook shall be reviewed every six (6) months and changes submitted to the TA electronically, or send a notice reflecting that no changes are required.

e. Provide the training, process and procedures for implementing new and/or improved CM/DM systems, activities, processes and procedures. Coordinate over-arching activities and documents with the TA and effected AWL teams.

f. Participate in specific AWL "Block" or Acquisition Product CM/DM meetings and reviews. When requested, help write tailored CM/DM Plans (**CDRL B006**) for the Block or Acquisition Product that reflects AWL CM/DM standards and best practices. Submit **electronically** to the TA for review. A security clearance above **SECRET** may be required for work on some F/A-18 projects/programs.

g. Identify meaningful CM/DM performance metrics and make recommendations to the TA.

h. Investigate the CM/DM tracking and/or status accounting systems used by the F/A-18 prime contractor (Boeing-St. Louis) and/or NADEP. Make recommendations to the TA as to the feasibility of connecting to these systems in order to obtain F/A-18 hardware and software configuration information.

i. Participate in the F/A-18 Capability Maturity Model Integrated (CMMI). Participation may include generating or reviewing CMMI related documentation, participating in assorted meetings, attending training, performing CMMI related activities, e.g., reviewing, documenting and reporting on processes performed by other AWL team such as the Statement of Requirement (SOR) Team meetings.

3.6 Software Quality Assurance. **The Government may require travel, training and/or overtime in support of the tasking below. In support of the F/A-18 AWL Software Quality Assurance (SQA) requirements, the Contractor shall:**

a. Contribute SQA expertise to planning, initiation, and review of processes and projects.
b. Prepare and/or update SQA Policies, Plans, Processes and Procedures.
c. Review management and technical documents for completeness, consistency, and other quality factors.
d. Document media verification processes and procedures.
e. Verify that OFP media loads and is accurately labeled.
f. Write Facility Certification Plans and Procedures and use them to perform Facility Certifications.
g. Identify and resolve quality issues, problems and action items.
h. Support the Memory Loader Verifier (MLV) Shop and the Integrated Logistics Support team.
i. Develop reports on SQA activities and status.
j. Attend and participate in meetings and reviews such as Release Coordination, Block, Logistics, team, technical interchange, management, process and procedural meetings.
k. Review and update the F/A-18 PPQA Plan, OFP Verification Procedures, and SQA Desktop Procedures.
l. Gather QA-related data for management or technical project reviews and meetings.
m. Witness laboratory and aircraft ground tests for compliance with SQA policy and procedures.
n. Witness MLV hardware and software changes for compliance with policy and procedures.
o. Perform verification of the correct configuration identification of deliverable media copies, in accordance with procedures provided or approved by the Government.
p. Provide training in loading and performing SQA of Fleet and FMS releasable OFPs on the AWL facility workstations and F/A-18 aircraft.
q. Travel to other installations to load software on assets not available at China Lake and/or to meet critical deadlines, when approved by the TA.

r. **Electronically** submit to the TA, a Trip Report **(CDRL B006)** for each trip taken in support of this effort.

3.6.1 Software Quality Assurance - Procedures. The Contractor shall:

a. Perform SQA on F/A-18 AWL projects in accordance with approved procedures (documents referenced in paragraphs 2.4 and 2.12).
b. Process "Informal Memorandum F/A-18," "F/A-18 Media Work Request," e-mail, phone, and/or fax request in accordance with the document referenced in paragraph 2.4.
c. Review and use the latest Technical Manual, Organization Maintenance, Software Configuration Manual for the A-D aircraft and E/F aircraft (documents referenced in paragraphs 2.14, 2.15). Report in writing any discrepancies found to the TA.
d. For each SQA task performed that requires consulting, troubleshooting or training, write a **Technical Report (CDRL B006)** documenting the activities performed including who, what, where, why, when, problems, issues, concerns, and decisions. Submit electronically to the TA, **within 5 days of each occurrence**.

3.6.2 Software Quality Assurance - Policies, Plans, and Processes. The Contractor shall:

a. Work closely with the TA in prioritizing SQA activities.
b. Support the redlining, updating and generation of new SQA documentation. Ensure SQA policies, plans, processes and procedures and the Software Engineering Institute (SEI)/Capability Maturity Model Integrated (CMMI) documentation (latest issue) are in synchronization with CMMI key process areas. Review and make recommendations for AWL documents, as to inadequacies, improvements, and approaches. Submit these to the TA, for approval.
c. Update the F/A-18 AWL SQA policies, plans, processes and procedures that do not reflect 'best practices' and standards. Address individual F/A-18 SQA policies, or generate new policies, and coordinate approval from AWL Management, prior to implementation.
d. Update the **F/A-18 Process and Product Quality Assurance Plan (CDRL B006) and related checklists** to reflect compliance with the FA-18 SEPM (documents referenced in paragraph 2.6), F/A-18 SQA policies, SEI/CMMI processes, and approved SQA standards.
e. Ensure the **F/A-18 AWL SQA Desktop Procedures (CDRL B001)** are current and have sufficient detail that someone with basic knowledge of SQA practices and the F/A-18 AWL could use the desktop procedures to perform SQA tasks. Provide the TA **quarterly updates** to **the manual (15 December, 15 March, 15 June and 15 September).**

3.6.3 Preparation and Maintenance of OFP Verification Procedures and Processes. The Contractor shall:

a. Prepare and maintain **OFP Media Verification Procedures (CDRL B006)** (document referenced in paragraph 2.12) to accurately describe QA procedures for each version of the F/A-18 aircraft and AWL test facility. Procedure updates shall reflect any changes, e.g., new system or subsystem, new hardware on either the aircraft or in the AWL test facility. Obtain TA approval for each revision of the procedures.
b. List all the SQA Verification Procedures in the monthly **SQA Media/Activity Report (CDRL B008)** and annotate which ones need to be updated or generated and why. Provide the schedule and progress of the development of these procedures, with an estimated completion date.

3.6.4 F/A-18 Production Media Verification. The Contractor shall:

a. Verify the replication, loadability, configuration identification, and when possible, the checksums of all F/A-18 media containing OFPs leaving the F/A-18 AWL. Verify means: confirm that each OFP can be loaded successfully in the appropriate target computer and displays the correct checksum(s) and/or configuration identification.

b. Record the OFP checksums in a "F/A-18 Checksum List" database. Maintain this MS Excel database and create a backup when new OFP data is entered. The backup shall be archived in the SSL.

c. Using the approved Verification Procedures (document referenced in paragraph 2.12), perform SQA on approximately 40 media items monthly. Each media contains (on average) 12 OFPs to be verified. The media will be of various types (e.g. tape transport cartridges (TTCs), tapes, diskettes, CD-ROMs, PC/ATA cards, etc.).

d. Develop and deliver the **SQA Media/Activity Report** electronically to the TA, no later than **9 working days after the end of each month**. This report shall include; the number of media processed for the month by media type, a running total of media processed to-date by media type, and an error/cause analysis for each media rejected, and which media is for the SSL versus Fleet related. This report shall describe the type of errors (e.g. copying, labeling, loading, and other errors) plus problems and issues related to each error found. It shall also include a summary of work performed for each SQA task, status of each task, and time estimates on task completion. Include a breakdown of how much time is spent in AWL facilities and/or F/A-18 aircraft and which SCS OFPs were checked. Discuss problems encountered, problems solved, number and title of documents reviewed, status of tasks in progress, trips made, current tasking schedules, and meetings attended with SQA participation described. Any SQA consulting, assistance, or training provided shall be reported. The report shall also identify the number of hours worked in support of each OFP and project.

e. Reserve appropriate lab times for OFP verification, with the AWL Facility Schedules Coordinator. Load and verify OFPs on these workstations, indicate the results of verification testing on the media paperwork, and if any issues or failures arise, notify the TA.

f. Reserve appropriate aircraft time using the F/A-18 AWL Web-Enabled Scheduling Tool. Accounts and help for this may be obtained from the F/A-18 Flight Coordination Section. Request the OFP loads on the media are loaded into its appropriate aircraft black boxes. Perform SQA testing and document the OFP load results. Verify the configuration matches the media work request, indicate the verification results on the media paperwork, and notify the TA of any issues or failures.

g. Notify the TA, **within 24 hours**, of OFP verification completion. The TA, or designated QA representative, shall examine the verification results and, if successful, apply the QA Stamp to the OFP media label, sign and date the label indicating Government Quality Assurance acceptance of the OFP media. The Contractor shall provide a copy of the media paperwork (**CDRL B006**) to the TA, when requested, and file and store for retrieval all signed off media requests.

h. Ensure assigned personnel are properly trained in OFP verification. Once this training is complete, the TA will register the employee by memo identifying the person trained, training received, licenses held, safety equipment possessed and any other qualifications. This memo will reflect that the new person is trained in OFP load methods, equipment use, safety, security, and verification procedures. The Government will not accept any OFPs verified by unregistered personnel.

i. Ensure assigned SQA personnel possess a current Certificate of Ejection Seat Checkout, USN Aviation Support Equipment operator's license card, and Flight Line driver's license.

j. Ensure assigned SQA personnel are issued, and use, approved headgear and steel-toed shoes while working on or near aircraft.

3.6.5 Document Reviews. QA document reviews may include: hardware, software, firmware, system, technical, and management documents; work products; policies, plans, processes and procedures. The Contractor shall:

a. Process document reviews in accordance with "Informal Memorandum F/A-18" transmittal sheets or e-mail requests.

b. Determine what reference and requirements materials are needed to perform the review. Notify the TA immediately if the document review due date cannot be met, and propose a new review approach and date, to be negotiated with the TA.

c. Review assigned documents for compliance with the applicable content and format specification(s); internal/external consistency; clarity of presentation; traceability to/from related and referenced documents; accuracy of data and concepts presented; adequacy to perform intended function; and other factors that may be specified with the review request.

d. Transmit review comments in a **Technical Report (CDRL B006)** to the TA and Data Management team electronically. The report shall include findings, discrepancies and recommendations for each assigned document. Ensure the Technical Report contains specific recommendations as to the document's acceptance (useable, correct and consistent with itself and related documents); conditional acceptance (has errors but can still be used); or rejection (incomplete, incorrect, not useable).

3.6.6 Facility Certification. In support of AWL Facility Certification, the Contractor shall:

a. As requested by the TA, prepare a generic or specific **F/A-18 Facility Certification Plan (CDRL B006)** and submit to the TA for approval. The Contractor may use processes and procedures contained in materials provided by the TA and data from materials researched by the Contractor.
b. Include in any Facility Certification Plans **(CDRL B006)** the methods used to capture data pertaining to facility readiness, processes, and procedures. The plan will serve as the guide for determining readiness to begin validation testing on an OFP "Block". At a minimum, the plan shall include procedures to:
(a) Ensure the facility documentation is complete, accurate, and consistent with customer requirements and facility changes.
(b) Ensure all appropriate equipment calibrations are current.
(c) Ensure all workstation functions operate, or an acceptable work-around is documented.
c. After the Government has approved the Certification Plan, process, and procedures, perform Facility Certifications of specified AWL workstations. Document the results in a **Technical Report (CDRL B006)** to the TA.
d. Provide engineering support to the Government in performing facility certifications and documenting the findings. The Government SQA Lead (who is also the TA for this Task Order) is currently performing Facility Certifications. Preparation, activities and findings will be documented in a memorandum that is sent to the appropriate "Block Manager". It is anticipated that three Facility Certifications may be performed in a Fiscal Year.

3.7 Deliverables. The Contractor shall submit the following items to the Government:
a. In accordance with the Basic Contract, the monthly **Level of Effort, Progress, and Status Report, CDRL A001** that shall include: a summary of work performed for each task; progress, problems encountered, problems solved; a list of Contractor Acquired Property (CAP) and materials purchased; travel, training; and current status and schedules for tasks not yet completed.
b. Monthly SSL Tape Tracking Report.
c. Monthly DAPS Summary Report.
d. Monthly ELIS Access Report.
e. Monthly AWL Keycard Report
f. Monthly SQA Media/Activity Report.
g. Quarterly updates to the Desk Procedures.
h. Quarterly update to the List of Reference Materials.
i. Technical Reports, Plans, Procedures, and Trip Reports, as described in this PWS.

3.8. Government Furnished Property (GFP) and Access to Government Systems and data. The Contractor shall request access authorization to Government computer systems for only those employees actually needing such access for the performance of their duties in support of this PWS. The Contractor shall ensure that all Contractor employees granted access to Government computer systems or equipment adhere to all related Government security procedures and requirements. When a Contractor employee no longer requires access to a Government computer system in support of this PWS, the Contractor shall attempt to verbally notify the applicable Government Computer Resources Access Manager, and the Contractor shall send written notification within 2 days. If a Contractor employee, with access privileges to Government computer systems, is transferred from this Task Order or terminated, the Contractor shall immediately attempt to verbally notify the TA and F/A-18 Computer Resources Access Manager, and the Contractor shall send written notification within 2 days of the transfer/termination to the TA.

The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a DD1149 for Contractor signature acknowledging receipt. The Contractor shall provide a signed copy of the DD1149 to the GPA and for the task order file.

3.9. Non-Disclosure Document. A Non-Disclosure document shall be signed, dated and provided to the Government for each Contractor and Subcontractor assigned to this Task Order and prior to charging to this Task Order.

3.10. Data Maintenance/Entry and Distribution. In accordance with the document referenced in paragraph 2.20, the Contractor shall receive, log, distribute and file the Avionics Department, Code 450000D and the System Engineering Department, Code 410000D, technical data placed in the Contractor's "In-Basket." This tasking shall be limited to Integrated Product Team (IPT) to IPT and IPT to Competency only. Work originating from the Competency will be performed by the MEO courier. The number of documents will vary on a day-to-day basis. The Government will identify any changes to the schedule or special distribution requirements, such as address changes or security requirements by a cover sheet with the data. The Contractor shall review the Desk Book Procedures and provide recommendations for improvement in Contractor format to the TA. The TA will review and approve any changes to the Desk Book Procedures before implementation. The Contractor shall distribute both classified and unclassified Naval messages, and other technical data. Classified and unclassified data is sent through Guard Mail and US Mail to Avionics Department (45) and System Engineering Department (41) mail stops along an 8-9 mile route within the NAVAIR China Lake facility up to 3-times a day depending on message and mail traffic timing and location. The length of the route, the nature of the transported data, and the irregular timing of message and mail delivery precludes either pedestrian or taxi delivery. This task order requirement cannot be accomplished in a timely or cost effective manner without a Contractor acquired vehicle (Van). The van is necessary for easy loading and unloading of bulk documents weighing (potentially) up to 50 pounds per route execution.

3.11 Project Management Support. Advise and assist the Advanced Passive Surveillance Capability (ASPC) Project Officer in the development of the project management documentation, including the Project Management Plan, Project Security instructions, Financial Management Plan, Financial Reports, Standard Stakeholder Report, Risk Management Procedures, Project Controls and Schedules and IP registries. In support of this task, the contractor shall attend Project meetings in support of APSC activities. The purpose of attendance would be to discuss programmatic plans with representatives from the United States Navy (USN) and from Australia's Defence Science Technology Organisation (DSTO). (Note thespelling) No technical discussions (classified or unclassified) would be involved.

In support of this order, the contractor shall comply with tasking contained within the basic STARS II contract Statement of Work (SOW). Paragraph 3.2 from the Applicable International Agreement as follows:

(PA Number 02-08)
Project Arrangement (PA) to the Memorandum of Understanding (MOU) Between the Department of Defense of the United States of America and the Department of Defence of Australia Concerning Cooperation on Maritime Research, Development, Test, Evaluation and Prototyping Projects Dated January 13, 2007 Concerning the

Cooperative Development of the AN/ALR-67(V)3 Radar Warning Receiver Advanced Passive Surveillance Capability (ASPC).

3.12 Data Handling/Data Management Support. The contractor shall provide the following Data handling/Data Management Support to the RAAF Project Team:
Data Management / Handling. Research and verify for accuracy and consistency; input data and prepare associated documentation for Data Handling; identify field problems and gather identifying information needed for input to designated databases and report findings to the Customer. Assign bar code numbers to the equipment and maintain the audit trail of numeric bar code numbers; and maintain, visually verify and log general historical data gathered pertaining to the equipment.

Maintain Publication records in an updated configuration, to include auditing and amending as necessary. Update/archive all records received into the database (within 5 days) and file all documents received within 7 days of receipt. The workload will vary from day to day.

Data Disposal. Review, research and input disposal information received forms. This includes checking for accuracy, researching incorrect data as necessary and input of all disposal information. Visually verify and log historical data pertaining to the equipment using either paper or electronic media. Enter all disposition transactions into the database (within two (2) working days).

Data Management. Perform operations of the physical inventory that include scanning bar-coded equipment labels, and processing the inventory data captured. Update and maintain the designated database. Research for data entry by gathering and identifying information, physical sighting or electronic inquiry; validate information already existing in the database and reconcile that information to the data gathered from the physical inventory; assist the customer in bar-coding equipment that is not identified with an identifying bar code sticker; and may be required, in the absence of the Customer, to affix the barcode sticker. Verify (sight) and log historical data pertaining to the equipment.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000568005
AMOUNT: $108,000.00
CIN 130017916300001: $108,000.00
WCD: 11/30/2010

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000568005
AMOUNT: $150,000.00
CIN 130017916300003: $150,000.00
WCD: 11/30/2010

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000568005
AMOUNT: $192,000.00
CIN 130017916300002: $192,000.00
WCD: 12/31/2010

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 – 30 Sep 2013

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS

Attachment (1) Quality Assurance Surveillanc Plan (QASP)

Attachment (2) Contract Data Requirements List (CDRLs)

Attachment (3) Contract Security Classification Specifications, DD254 (provided separately)

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0039

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 60% **(weight) Performance, Schedule and Cost must add to 100%**

PERFORMANCE FOR THIS TASK ORDER MEANS:
1. Content and format of final products are to be accurate, consistent and in accordance with Avionics Architecture &
   Systems Engineering Division policies & procedures.
2. Databases, logs and other reports are to be thorough, well maintained and easily attainable.
3. Open communication/interaction with government personnel.
4. Products and performance are to reflect expertise in the labor category and the standards indicated in the PWS.

See continuation page

SCHEDULE 30% **(weight)**

CRITICAL FACTORS IN THE SCHEDULE ARE:
1. Responsiveness to scheduled requirements – prioritize and time management.
2. Responsiveness to schedule changes – firedrill.

See continuation page

COST 10% **(weight)**

COST FACTORS:
1. Effective cost control with value earned.
2. Recommendations for improvements result in cost savings to the Government.

See continuation page

EVALUATOR (b)6	16 Jul 2010

QASP PERFORMANCE FACTORS:

(1) Content and format of final products are to be accurate, consistent and in accordance with Avionics Architecture & Systems Engineering Division policies & procedures. (2) Product databases, logs and other reports are to be thorough, well maintained and easily attainable.

Products complete at 100%+ level = 130% Satisfaction
Products complete at 98% level = 120-129% Satisfaction
Products complete at 96% level = 110-119% Satisfaction
Products complete at 95% level = 100-109% Satisfaction
Products complete at 94% level = 90-99% Satisfaction
Products complete at 92% level = 80-89% Satisfaction
Products complete at 90% level = 70-79% Satisfaction
Products complete at or below 89% level = 0-69% Satisfaction

(3) Open communication/interaction with government personnel. (4) Products and performance are to reflect expertise in the labor category and the standards indicated in the PWS.

Communication/Expertise at 100%+ level = 130% Satisfaction
Communication/Expertise at 98% level = 120-129% Satisfaction
Communication/Expertise at 96% level = 110-119% Satisfaction
Communication/Expertise at 95% level = 100-109% Satisfaction
Communication/Expertise at 94% level = 90-99% Satisfaction
Communication/Expertise at 92% level = 80-89% Satisfaction
Communication/Expertise at 90% level = 70-79% Satisfaction
Communication/Expertise at or below 89% level = 0-69% Satisfaction

Method of Performance Assessment: Conduct independent survey of final products and review customer surveys.

QASP SCHEDULE FACTORS:

(1) Responsiveness to scheduled requirements – prioritize and time management. (2) Responsiveness to schedule changes – firedrills.

Responsiveness at 100%+ level = 130% Satisfaction
Responsiveness at 98% level = 120-129% Satisfaction
Responsiveness at 96% level = 110-119% Satisfaction
Responsiveness at 95% level = 100-109% Satisfaction
Responsiveness at 94% level = 90-99% Satisfaction
Responsiveness at 92% level = 80-89% Satisfaction
Responsiveness at 90% level = 70-79% Satisfaction
Responsiveness at or below 89% level = 0-69% Satisfaction

Method of Performance Assessment: Conduct independent survey of final products and review customer surveys.

QASP COST FACTORS:

(1) Effective cost control for value earned.

Cost at 5% below budget = 130% Satisfaction
Cost at 3-4% below budget = 120-129% Satisfaction
Cost at 1-2% below budget = 110-119% Satisfaction
Cost On Budget = 100-109% Satisfaction
Cost at 1-2% over budget= 80-99% Satisfaction
Cost at 3-4% over budget = 60-79% Satisfaction
Cost at 5% or more over budget = 0-59% Satisfaction

Method of Performance Assessment: Review/validate contractor reports.

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

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OMB No. 0704-0188

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER:
D. SYSTEM/ITEM **F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT**	E. CONTRACT/PR NO. **N68936-08-D-0016, T.O. 0039**	F. CONTRACTOR
1. DATA ITEM NO. **B001**	2. TITLE OF DATA ITEM **TECHNICAL REPORT – STUDY/SERVICES**	3. SUBTITLE **Desk Book Procedures**
4. AUTHORITY *(Data Acquisition Document No.)* **DI-MISC-80508B**	5. CONTRACT REFERENCE **SOW Para 3.1.b, 3.2.i, 3.6.2.e**	6. REQUIRING OFFICE **NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**QTRLY**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**EOQ**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be delivered NLT 15 December, 15 March, 15 June and 15 September.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100		**DRRB Chairperson**	

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D. SYSTEM/ITEM **F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT**	E. CONTRACT/PR NO. **N68936-08-D-0016, T.O. 0039**	F. CONTRACTOR
1. DATA ITEM NO. **B002**	2. TITLE OF DATA ITEM **TECHNICAL REPORT – STUDY/SERVICES**	3. SUBTITLE **Reference Material Listing**
4. AUTHORITY *(Data Acquisition Document No.)* **DI-MISC-80508B**	5. CONTRACT REFERENCE **SOW Para 3.1.h**	6. REQUIRING OFFICE **NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**QTRLY**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**EOQ**	**SEE BLK 16**

Block 16 Remarks

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Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Updates shall be submitted 15 December, 15 March, 15 June, and 15 September.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
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Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100		**DRRB Chairperson**	

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D. SYSTEM/ITEM **F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT**	E. CONTRACT/PR NO. **N68936-08-D-0016, T.O. 0039**	F. CONTRACTOR
1. DATA ITEM NO. **B003**	2. TITLE OF DATA ITEM **TECHNICAL REPORT – STUDY/SERVICES**	3. SUBTITLE **DAPS Summary Report**
4. AUTHORITY *(Data Acquisition Document No.)* **DI-MISC-80508B**	5. CONTRACT REFERENCE **SOW Para 3.2.g**	6. REQUIRING OFFICE **NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**SEE BLK 16**
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A		**EOM**	**EOM + 10**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be delivered NLT the 9th WD of each month.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100		**DRRB Chairperson**	

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D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0039**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B004	**TECHNICAL REPORT – STUDY/SERVICES**	**SSL Tape Tracking Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.2.1 g**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**45 DAC**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**EOM**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Monthly reports shall be delivered NLT 10 DA EOM. Additional reports shall be delivered NLT 8 hours after receipt of request.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

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a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

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A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP TM OTHER:

D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0039**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B005	**TECHNICAL REPORT – STUDY/SERVICES**	**AWL Keycard Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.2.3.f**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**SEE BLK 16**

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A	**EOM**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Monthly reports shall be delivered NLT the ninth day of each month. Additional reports shall be delivered NLT 8 hours after receipt of request.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
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D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0039**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B006	**TECHNICAL REPORT – STUDY/SERVICES**	**Technical Reports, Plans, Procedures and Trip Reports**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.3.b, 3.3.d, 3.3.e, 3.5.f, 3.6.r, 3.6.1.d, 3.6.2.d, 3.6.3.a, 3.6.4.g, 3.6.5.d, 3.6.6.a, 3.6.6.b, 3.6.6 c**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**ASREQ**	**SEE BLK 16**

8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION
A	**N/A**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be delivered NLT 5 DA completion of each task.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION			
a. ADDRESSEE	b. COPIES		
	Draft	Final	
		Reg	Repro
Code 414100D	**0**	**1**	**0**
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15. TOTAL	**0**	**1**	**0**

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D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0039**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B007	**TECHNICAL REPORT – STUDY/SERVICES**	**ELIS Access Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.4.c**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**SEE BLK 16**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**EOM**	**SEE BLK 16**

Block 16 Remarks

Block 4: May be in contractor format as long as DID is used for guidance.

Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

Block 12 & 13: Shall be delivered NLT 9th day of each month.

Block 14: Shall be submitted in an electronic format agreed upon by both Government and Contractor prior to 1st submittal.

14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100		**DRRB Chairperson**	

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D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR
F/A-18 LIBRARY, CONFIGURATION AND DATA MANAGEMENT AND SOFTWARE QUALITY ASSURANCE SUPPORT	**N68936-08-D-0016, T.O. 0039**	

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
B008	**TECHNICAL REPORT – STUDY/SERVICES**	**SQA Media/Activity Report**

4. AUTHORITY *(Data Acquisition Document No.)*	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
DI-MISC-80508B	**SOW Para 3.6.3.b**	**NAVAIRWD CODE 414100D**

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION
LT	**SEE BLK 16**	**MTHLY**	**45 DAC**
8. APP CODE		**11. AS OF DATE**	**13. DATE OF SUBSEQUENT SUBMISSION**
A		**EOM**	**EOM + 10**

Block 16 Remarks

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Block 9: Distribution Statement shall be provided by the Government prior to 1st submittal.

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14. DISTRIBUTION

a. ADDRESSEE	b. COPIES Draft	Final Reg	Final Repro
Code 414100D	**0**	**1**	**0**
Code 210000D		**LTR**	**ONLY**
15. TOTAL	**0**	**1**	**0**

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
Naval Air Warfare Center, Weapons Division, China Lake, CA 93555-6100		**DRRB Chairperson**	

DD Form 1423-1, 1 Jun 9090

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0040	2010 Oct 01	1300180387	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,929,450.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		8,080	Hours		$620,329.00

AV-8B Engineering, Tech & TACLAB Support

CPAF - In accordance with Section C of the Performance Work Statement.

This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$620,329.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting purposes only Business Operations	

CIN: 130018038700001 ACRN AA $9,318.40

PURCHASE REQUEST NUMBER: 1300180387

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102	For Navy Accounting purposes only Lab Operations	

CIN: 130018038700002 ACRN AC $12,774.40

PURCHASE REQUEST NUMBER: 1300180387

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounting purposes only Off Site Support	

CIN: 130018038700003 ACRN AB $25,548.80

PURCHASE REQUEST NUMBER: 1300180387

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		8,080	Hours		$643,044.00

AV-8B Engineering, Tech & TACLAB Support

CPAF - In accordance with Section C of the Performance Work Statement.

This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$643,044.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		8,080	Hours		$666,077.00

AV-8B Engineering, Tech & TACLAB Support

CPAF - In accordance with Section C of the Performance Work Statement.

This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$666,077.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
AV-8B ENGINEERING, TECHNICAL AND TACLAB SUPPORT
Contract N68936-08-D-0016, T.O. 0040
1 October 2010

APPLICABLE CONTRACT SOW PARAGRAPH NUMBER(s): 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 3.10, 3.11

1 **Scope**. This scope of this Task Order is for development, test and evaluation of the AV-8B weapon system supporting all current and future versions of the AV-8B aircraft, including: Night Attack, Harrier II+ (Radar), and Trainer. The AV-8B Joint System Support Activity (JSSA) is teamed with Boeing to design and develop follow-on Operational Flight Programs (OFPs) for the Mission System Computer (MSC) and Warfare Management Computer (WMC). The development of these totally new OFP's requires that existing implementations of system requirements, system architectural structures, algorithms, math-flows, and other related system and software constructs be analyzed, evaluated, and re-engineered. This task order will support the Assault Weapons Integration Section (Code 451200D) of the Avionics Department at the Naval Air Warfare Center - Weapons Division (NAWCWD) which is part of JSSA. The field engineering tasks support the AV-8B JSSA at Marine Corps Air Station (MCAS) Yuma, AZ and MCAS Cherry Point, NC, or at government and contractor installation or facilities as the need arises.

This Task Order also includes support of the AV-8B Joint Systems Support Activity (JSSA) Integrated Product Team (IPT), and various other Programs in the following task areas: Configuration Management (CM); Data Management (DM); Quality Assurance (QA); AV-8B Program Office Library technical reference library support; data entry; technical writing, financial analysis and technical data handling support; software process engineering; software development; cost and schedule financial management support; analysis, design, implementation and upgrades of test bed workstations and stand-alone software tools.

1.1 **Background**. The AV-8B program is a multi-national, co-production effort which includes Spain and Italy as full and equal partners in the design, development, test, and fleet introduction of the AV-8B Harrier II+ weapon system. The AV-8B JSSA (Code 41140WD) is the NAWCWD Integrated Project Team unit for the AV-8B program as designated by PMA-257. The AV-8B JSSA is charged with overseeing the AV-8B weapon systems Development, Test and Evaluation (DT&E). This includes the Operational Flight Program (OFP) software consisting of Mission Computer (MC)/Mission System Computer (MSC), Display Computer (DC), Weapons Management Computer (WMC), and Ground Support Equipment (i.e., the Program Loader Set (PLS), Mission Planning Systems (MPS), avionics laboratories, simulators, trainers, data collection and reduction, and system analysis. The AV-8B JSSA is responsible for execution of both U.S. and international aspects of the program. The JSSA is comprised of both U.S. personnel and representatives of the international partners.

2 **Applicable Documents.** The Government will provide the Contractor the most current version of the following documents:

2.1 Specifications, Standards, and Handbooks: (Use as a guide only)

a. ISO-9000, International Standard Quality Management, Quality Assurance
b. OPNAVINST 5510.1H
c. NWC IDP 3736 Security Guidelines
d. OPNAV Instruction 4790.2 Series
e. AV-8B OMNIBUS Test Plans
f. JSSA CMDM Desk Procedures

The Government will also provide access to applicable reference documents, technical source material, applicable specifications, standards, and handbooks via the Program Library or on-line on the AV-8B server.

3 Performance Requirements.

3.1 General. The Government will require travel, training and overtime in support of this task order. The Government will provide tasking via the Contractor's "in-basket" either electronically or hardcopy.

3.2 OFP Software Engineering (DT&E Phase). The Contractor shall provide software engineering related to the design and developmental test and evaluation (DT&E) and verification and validation of the set of AV-8B Operational Flight Plans (OFPs) required for integrating advanced weapon system software functions with existing aircraft computer systems.

3.3 OFP Field Engineering Support. The Contractor shall:

a. Provide software or hardware engineering relating to the fleet introduction of AV-8B hardware and software updates. The effort shall include document reviews, participation in engineering change proposal (ECP) development and tracking, analyses, recommendations, and reports based on technical findings.

b. Provide comprehensive reports, data and analysis of any problem or trends associated with any system, equipment, program or project sponsored or supported by AV-8B JSSA, and any other agency. Such technical reports will be delivered within thirty days of the findings.

3.4 Mission Support Systems Field Engineering Support. The Contractor shall:

a. Evaluate qualitative reliability, maintainability, and supportability characteristics for AV-8B Mission Support Systems. The Mission Support Systems include Mission Planning System, AV-8B Maintenance Station, AV-8B Landing Signal Officers Automated Shipboard Operating Bulletin and the Joint Mission Planning Systems (JMPS) as required by the AV8B JSSA, and PMA-281.

b. Provide analysis, technical studies, and reports relative to component Time-Before-Overhaul of Aircraft Optical Disks and Mission Planning Compact Disk Images. Customer support, liaison, and training will be provided as required on all Mission Support Systems.

c. Collect, analyze and report on data retrieval and analysis functions relating to the OFP and the Engine Monitoring System, Aircraft Incident Record, and Fatigue Tracking.

3.5 System Research and Analysis:

This Section may require travel, domestic and/or foreign, to research and gather technical information.

3.5.1 The Contractor shall gather operational and developmental characteristics data about assigned avionics or weapons/stores system scheduled for integration into assigned aircraft weapons systems. The data is intended to be used during the future integration of the avionics or weapon/store into the aircraft weapon system and to promote interoperability across national tactical warfighting assets. Data shall be gathered from the applicable Program Offices and/or groups and participants associated with the systems or weapons scheduled for integration into the subject aircraft. The Contractor shall compile the data, recommend methods and options available for integration, and present the findings in an Operational Characteristics Report for each assigned system or weapon.

It is projected that two Operational Characteristics Reports will be required per year.

3.5.2 Weapons Systems Analysis -- The Contractor shall perform trend analyses on weapon delivery and navigation system performance and recommend changes to enhance system/subsystem performance. The Contractor shall compare assigned OFP weapon delivery and navigation system performance to that of previous OFPs as documented in the applicable database. The Contractor shall document the results of each analysis in an Analysis Report. The Analysis Report shall: 1) clearly state the nature and scope of

the problem analyzed; 2) document the analysis process and results; and 3) concisely recommend a course of action to resolve the analyzed problem. The data to be analyzed will be established during Program Reviews and assigned to the Contractor via a Work Assignment (including Report due date) deposited in the Task Lead's (TL) "in-basket" (or transmitted via electronic message). It is anticipated that one OPF analysis will be required per month.

The contractor shall evaluate the performance of weapon delivery and navigation modules for assigned aircraft OFPs. To support these evaluations, the Contractor may develop simulation models and software interfaces for real-time and non-real time analyses.

3.5.3 Weapon Delivery Analysis -- Using the Government's analysis tool (example: IMPACT), the Contractor shall perform analysis of existing aircraft weapon delivery system algorithms implemented in the aircraft OFPs. The Contractor shall document the design criteria, performance, accuracy, and limitations of the existing weapon delivery system in an Analysis Report, which: 1) clearly states the nature and scope of the problem analyzed; 2) documents the analysis process and results; and 3) concisely recommends a course of action to resolve the analyzed problem. The Report shall, also, include any recommendations that the Contractor might develop to improve the performance or accuracy of the subject algorithms. The algorithms to be analyzed and the analysis tool to be applied will be established during Program Reviews and assigned to the Contractor via a Work Assignment (including Report due date) deposited in the TL's "in-basket" (or transmitted via electronic message). It is anticipated that one weapon delivery analysis will be required every three months.

The Contractor shall modify the Government's analysis tool, as required for the analysis of assigned OFP bombing data (see preceding paragraph). Any modifications to the analysis software shall be documented in a Software Development Package, containing the results of requirements analysis, design, and code construction developed during the software development or maintenance effort. It is anticipated that one analysis tool modification will be required every six months.

3.6 Government-owned vehicles (USN). The Contractor may be required to use Government owned vehicles (when available) on- and off-Center, while performing tasks, under this PWS. Potential uses of Government-owned USN vehicles may include the transport of data, equipment, and material to/from various locations. The contractor shall:

a. Have a valid California driver's license
b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, IAW with section I of this Basic contract (FAR 52.228-7)
c. Meet all requirements of FAR 45, and clauses 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.7 The Contractor shall perform assigned tasking using established processes. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government. The Government will provide tasking via the Contractor's "in-basket" either electronically or hardcopy. The Government may require travel, training and overtime in support of this Task Order. The Contractor shall:

a. Be proficient and accomplish all work on AV-8B systems using MS Office Products (DADMS: 46077), Microsoft Project (DADMS: 31642), DOORS (DADMS: 55217), Serena (DADMS: 52420) (formally known as PVCS), Filemaker Pro (DADMS: 14624), Visual Studio (DADMS: 50912), InstallShield (DADMS: 52674), Pearl (DADMS: 41693), and VISIO (DADMS: 32139).

b. Be able to "Boot" a VAX (OS DADMS: 41243), SGI (OS DADMS: 33392) and SUN (OS DADMS: 41894) computers in case of an AV-8B Fleet emergency (currently systems are shutdown and disconnected from any network).

c. Perform market research for materials and supplies in support of this Task Order.

d. Create, maintain and update processes and procedures for all AV-8B project teams at the JSSA.

e. Participate, attend and recommend improvements to the Process Improvement Teams Meetings.

f. Attend and provide minutes from all major program milestone reviews, Change Review Boards, and AV-8B project meetings.

g. Maintain Action Item tracking system and generate reports for the AV-8B JSSA major program milestone reviews and weekly meetings.

3.8 Configuration Management/Data Management/Quality Assurance (CM/DM/QA). The Contractor shall carefully follow established CM/DM/QA and backup procedures in performance of all tasking which requires CM/DM/QA to ensure baselines are not corrupted and data is not lost. The Contractor shall:

a. Perform CM/DM/QA for all AV-8B project areas including, but not limited to maintaining development-level CM/DM/QA for all OFP and MSS test activities.

b. Provide tracking for the following: test procedures, Document Change Requests (DCRs), Problem Reports (PRs), Change Requests (CRs), Change Proposals (CPs), Display Format Diagrams (DFDs), Object Linking Embedding (OLE)s, and Peer Review Packages within the applicable application and/or servers.

c. Provide tracking mechanism for OFP software development, verification and validation (V&V) test processes and all associated products, including documentation.

d. Perform OFP software builds and audit reporting that includes but is not limited to establishing and maintaining a CM/DM Library in which configuration control shall be in PVCS.

e. Perform DFD and OLE librarian functions.

f. Maintain up-to-date configurations of all DFDs and OLE files within PVCS as well as designated areas of the AV8B shared server structure.

g. Perform as primary approver for recommended closure of PRs, CRs, and Peer Review packages.

h. Coordinate, compile and distribute Fleet-release packages to the Fleet.

i. Coordinate and schedule document reviews and log document review resolutions.

j. Create and update Master Comments list, perform quality check of final documents, obtain final signatures, and submit to Library.

3.9 System Anomaly Reports (SARs) Tracking. The Contractor shall:

a. Provide backup support to the AV-8B Project Office for tracking, documenting changes, and maintaining SARs on the SARs Tracking Database.

b. Prepare SARs for the meeting, take minutes of the meeting, and update the SARs database as a result of information from these meetings.

c. Distribute SAR information in accordance with the SAR Desktop Procedures (paragraph 2.1), and download and distribute impromptu reports as required by the Configuration Manager, Quality Assurance (QA) Manager, Module Engineers, Test Engineers, or System Engineers.

3.10 Technical Reference Library Support. The Contractor shall:

a. Maintain document control for AV-8B.

b. Operate a configuration control library for the IPT in accordance with the AV-8B System Development & Integration Section Library Plan and Procedures (paragraph 2.1).

c. Prepare updates to the plans, procedures, deskbooks, database functional description documents, user's manuals, and other documents describing the operation of the Library and CM/DM databases.

d. Provide data management, including recording and tracking the delivery status of software and documentation, and maintain logs of the documentation.

e. Log and file documents from the CM/DM Manager that have been approved by the Government. (Government personnel will determine which documents are to be checked into the Project Office Library.)

f. Keep an accurate, up-to-date listing in the current database of all AV-8B Master Library contents.

g. Archive old hardcopy and electronic data from on-site library to the off-site Sea van storage area and off-site Catastrophe site area.

h. Distribute to JSSA personnel technical material as needed to support engineering activities.

i. Maintain an accurate status accounting of all technical materials that have been checked out or distributed in the most current database.

j. Scan identified library documentation in accordance with the Plan for Transition to a Paperless Library and the Scanning Manual Desktop Procedures (see paragraph 2.1).

3.11 Database Administration. The Contractor shall:

a. Provide data entry for all AV-8B documentation, including requirements documentation, source code documentation, mathflows, DFDs, plans, procedures, users' manuals, technical minutes, technical presentations, and the AV-8B System Configuration Set Engineering Support Contract Contract Data Requirements Lists (CDRLs).

b. Provide support for logging, tracking, and reporting of all incoming deliverable items for the AV-8B JSSA. Items for review shall be, tracked, logged and distributed to allocated reviewers. Response comments shall be compiled and draft response and approval letters shall be generated from templates and forwarded to the block lead for review/release/approval.

c. Provide data entry for the generation and revision of documents being modified by the engineers and for documents being generated or modified by the AV-8B Project Office for any of the sustaining efforts or active projects.

d. Prioritize and status new documentation and problem areas for all AV-8B projects in weekly status meetings with Contractor, TA and/or ATA.

e. Perform database system administration duties on all AV-8B databases including but not limited to PVCS, DOORS, Flight Test Database, Action Item Database, Library Database and CDRL Database.

f. Create and modify scripts used to track metrics data in the form of test working documents and problem reports change requests. Provide reports as requested.

3.12 Technical Writing/Editing Support. The Contractor shall:

a. Provide technical writing for the generation or revision of all documentation. Documentation will include management documentation; system and software requirements specifications; interface control documents; system engineering management documents; software development documents, that includes operational concept documents, Avionics System Integration Requirements Document Description (ASIRD)s, Computer Program Design Specifications (CPDS), software design documents, data dictionaries, architecture documents, version description documents, test plans, front material for test procedures, and test reports; users' manuals and pilots' manuals; Fleet release notes; NATOPS/technical publications/tactical Manuals; and AV-8B CM and QA Plan and Procedures updates.

b. Organize technical data from JSSA Project personnel into cohesive document presentation. This technical material may come from redlined documents, technical meetings and discussions, or engineers.

c. Edit documents originated by the engineers to ensure the documents are consistent, clean of grammatical and typographical errors, free of redundancy, and are organized and presented in an understandable and clearly written format.

d. Use the Document Standard available on the Server (paragraph 2.1) as a starting point for new documents and as a reference point for editing.

e. Maintain and update the Document Standard and create other style guide information for AV-8B project use as initiated by the weekly coordination team meetings.

f. Prioritize and status technical documentation and problem areas for all AV-8B projects in weekly status meetings with Contractor, TA and/or ATA.

g. Perform html conversion of word files for inclusion as help files in software.

3.13 PVCS Data Administration. The Contractor shall:

a. Create, populate, and maintain a structure in PVCS for replacement of the current SARs/STRs database.

b. Provide system administration and operator duties which will include but are not limited to: increasing database space and operation efficiency; planning and overseeing upgrades; testing and verifying via test bed; maintaining and updating scripts; controlling user access; and running diagnostic scripts.

c. Create a web interface, establishing links that include but are not limited to; work instructions; list of PVCS users; change documentation checklist; contacts for assistance; PVCS user tips; PRs and CRs; and SAR/STR descriptions and lifecycles.

d. Provide change document reporting, and scripts to search for change documents and their status.

e. Provide training for users via email, one-on-one, or classroom environment on any new functionality resulting from changes or upgrades.

f. Create and maintain reports as requested by users.

g. Perform troubleshooting and resolution activities.

h. Support the development activities associated with converting from a Sun environment to a Windows environment.

3.14 DOORS Data Administration. The contractor shall:

a. Create and maintain database structures

b. Provide system administration and operator duties which will include but are not limited to; planning and overseeing upgrades; testing and verifying via test bed; maintaining and updating scripts; controlling user access; and running diagnostic scripts.

c. Create and maintain scripts for CP reporting, test procedure conversions, metrics, CP status, and document creation.

d. Be responsible for maintaining data accuracy and linking

e. Generate as requested the Weapon System Requirement Document (WSRD), System Requirements Specification (SRS), and Functional Requirement Document (FRD) via DOORS scripting.

f. Provide training for users via email, one-on-one, or classroom environment on any new functionality resulting from changes or upgrades.

g. Perform troubleshooting and resolution activities.

3.15 Programming Development and Enhancements. The Contractor shall provide technical software development services in:

a. Peer reviews.

b. Systems analysis.

c. Object-oriented design.

d. Programming.

e. Unix scripting

f. DOORS DXL scripting.

g. Documentation.

h. Team Software Process (TSP) / Personal Software Process (PSP) implementation.

i. Maintenance changes and minor enhancements to the existing CM and Library databases

3.16 Business Operations and Financial Support. The Contractor shall:

a. Provide information handling for receipt, processing, storage and delivery of technical data including processing and reformatting, data management, maintaining files, reproduction, and retrieving data.

b. Provide financial and business support including financial and accounting support, property/inventory services, procurement/supply support and resource planning services.

c. Maintain and upgrade tools used for planning, scheduling, costing, and tracking/monitoring efforts of IPT activities for the AV-8B and F/A-18 IPTs.

d. Provide cost and schedule data support, including system administration, implementation and analysis of monthly cost and schedule data, training, creating and maintaining interfaces between the NAVAIR financial system and cost and schedule tools, merging of Government cost and schedule data with contractor data, reporting this data to the IPT Lead and PMA.

e. Attend and participate in management/technical coordination meetings/briefings to keep management/technical team members up-to-date on project planning, scheduling and tracking.

3.17 Lab Operations. The Contractor shall:

a. Maintain databases to track all RDT&E systems support activity and log all equipment that is in a status of repair, storage, or on-loan.

b. Add and/or remove domain accounts, change passwords, unlock accounts, add and revoke permissions on new and old accounts.

c. Develop business management web pages.

d. Perform backups and archives for VAX, SGI, Linux, Sun, and simulation lab and data collection equipment in accordance with the manufacturers' instructions and the procedures in paragraph 2.1.

e. Perform installation, maintenance, upgrades, repairs, lab software and hardware installation on all Simulation Lab Equipment, Servers, and Workstations and Peripherals in accordance with established instructions and procedures. This includes: password changes, virus protection, accreditation, service packs, and emergency repair procedures when the activity is due.

f. Maintain the Weapon System Support Facility (WSSF) Status log to include: configuration data, accreditation dates, Emergency Repair Disc (ERD) dates, defragmentation dates, backup dates, service pack dates, and any other pertinent data, and make available to the WSSF Lab Manager.

g. Coordinate network connectivity requirements for the IPT with RDT&E and NMCI Network organizations. This will include interfaces with the IPT Information Assurance Officers and with Security personnel.

h. Provide connectivity, maintenance and operation support for IPT Conference Room IT equipment not to include Video Teleconference equipment.

i. Maintain communication with user community regarding status and operation of Simulation Lab Equipment, Servers, and Workstations.

3.18 Desktop Computer Support. The Contractor shall serve as the AV-8B Program NMCI Alternate Point-of-Contact (POC) and follow POC guidelines defined by the NAVAIR Business Rules, reference 2.1 (n). As the AV-8B Program POC, coordinate with the NMCI team relative to coordinating NMCI rollout in accordance with reference 2.1(a). These actions will be ordered via Emails from the TA or Meeting Minutes, which will also define the delivery date. Contractor may have to travel to support task (i). Specific tasks include:

a. Ensure AV-8B Program personnel computer requirements, adjustments, deletions and re-assignments are current using Electronic Data Systems (EDS)I web-based Service Request eForms.

b. Submit data/forms to Government Account Customer Technical Representative (ACTR) office.

c. Coordinate NMCI Classified system and building requirements within AV-8B IPT.

d. Maintain detail records of equipment returned to EDS.

e. Coordinate delivery, pickup and moves of NMCI computers and printer equipment.

f. Attend NMCI weekly meetings and keep the AV-8B Program Office informed of NMCI status.

g. Downloading NMCI Cost Data Report from NMCI's database and coordinate with the Av-8B Business Financial Managers (BFMs) to ensure NMCI billings are correctly charged.

h. Coordinate and escort AV-8B Program NMCI walkthroughs and wiring.

i. Attend Quarterly NMCI meetings usually held in San Diego or Washington, D.C. but that may take place in other locales.

j. Secret clearance and COMSEC briefing is required for the contractor resource supporting this T.O., desktop support function/tasking.

3.19 Subtask reporting. The Contractor shall submit, in accordance with the Basic Contract, the Task Order Status Report, **CDRL A002.** The hours worked, and costs associated with those hours, shall be segregated and reported at the sub-task level.

3.20 Non-Disclosure Certification. A NERP Non-Disclosure document shall be signed, dated and provided to the Government for each Contractor assigned to this task order and prior to charging to the task order.

3.21 Safety. Work under this Task Order may be performed in and around military aircraft. The Contractor shall ensure that personnel have and use appropriate safety equipment and comply with NAWCWPNS safety requirements. These safety requirements will consist of flight line safety training, annual hearing exams, aircraft ejection seat checkout certification, and the use of personal protective equipment (sound suppressers, safety shoes, etc.).

3.22 Government Furnished Property. The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator will prepare a DD1149 for Contractor signature acknowledging receipt. The contractor shall provide a copy to the GPA and task order file.

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

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000580110
AMOUNT: $9,318.40
CIN 130018038700001: $9,318.40

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000580110
AMOUNT: $25,548.80
CIN 130018038700003: $25,548.80

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000580110
AMOUNT: $12,774.40
CIN 130018038700002: $12,774.40

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA , MCAS Yuma AZ and MCAS Cherry Point

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 throuogh 31Jul 2013

6. Overtime:

   a. No more than 600 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (provided separately)

TASK ORDER EVALUATION DATA	
	Task Order No. 0040
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED BIANNUALLY	
AWARD FEE FACTORS	
PERFORMANCE 70% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: 1. Acceptable technical performance and deliverables commensurate with the Performance Work Statement (PWS). 2. Little or no technical guidance or intervention required by Government to perform under this PWS. 3. Changes were anticipated and problems were solved efficiently and effectively through Contractor's initiative See continuation page	
SCHEDULE 20% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: 1. Timely notification to Government regarding slippage. 2. On-schedule or ahead of schedule despite changes in requirements. 3. Timely Submission of Financial Reporting. See continuation page	
COST 10% **(weight)**	
COST FACTORS: 1. Effective cost control, actuals close to estimates for individual elements. 2. Timely submission of Cost Reports and/or vouchers. 3. No cost growth, overall task is completed within cost negotiated on the Task Order. 4. Recommendations for improvements result in cost savings to the Government. See continuation page	
EVALUATOR (b)6	DATE 7-20-2010

Guidance for Performance Evaluations (Performance/Schedule, & Cost/Resource Management)

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in	91-95

	response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

Method of Assessment:
Performance/Quality: Review performance compared to the requirements as defined in the PWS, customer surveys, and contractor reports.

Method of Assessment:
Schedule: Review work request tasking schedules, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

Method of Assessment:
Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0041	2010 Oct 01	1300176880	

6. ISSUED BY CODE N68936

CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY

NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141

NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar

Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $1,291,307.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		12,820	Hours		$449,739.00

Mail management project support

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4 0
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$449,739.00

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000101	For Navy Accounting Purpose Only		
CIN: 130017688000001		ACRN AA	$402,764.80

PURCHASE REQUEST NUMBER: 1300176880

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		12,820	Hours		$464,548.00

Mail management project support

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$464,548.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		9,900	Hours		$377,020.00

Mail management project support

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$377,020.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
MAIL MANAGEMENT PROJECT
Contract N68936-08-D-0016, T.O. 0041
1 October 2010

Applicable Contract PWS Paragraph Number: 3.5

1 Scope. The scope of this performance work statement includes: administrative support, data management, data entry, data processing, and performance of information handling services to include data administration of the mailroom databases/web portal, (Federal Express and Express Mail) in support of the Naval Air Warfare Center Weapons Division (NAWCWD) and the Naval Air Weapons Station (NAWS) Records Management Programs, specifically the Mail Management Program. Customer service is critical to the successful performance of this task PWS.

2 Applicable Documents. The Government will provide the Contractor the latest version of the following applicable documents on-line:

2.1 DODINST 4525.08, DOD Official Mail Management, 11 Aug 2006
2.2 DOD 5220.22-M, National Industrial Security Program Operating Manual, 28 Feb 2006
2.3 SECNAVINST 5510.30B, Department of the Navy Security Program Instruction, 6 Oct 2006
2.4 SECNAVINST 5210.1, Department of the Navy NavyRecords Management Program, 17 Nov 2007
2.5 SECNAVINST 5210.8D, Department of the Navy Records Management Program, 31 Dec 2005
2.6 SECNAVINST 5510.36A, Department of the Navy (DON) Information Security Program (ISP) Instruction 6 Oct 2006
2.7 OPNAVINST 5112, 6D, Navy Postal Instruction, 19 Mar 2007
2.8 OPNAVINST 5218.7B, Navy Official Mail Management Instruction, 21 Oct 1998
2.9 NAWCWDINST 5510.4, Information and Personnel Security Program Regulation, 4 Sep 2007
2.10 Security Procedures
2.11 Desk Procedures

3 Performance Requirements.

3.1 General. The Government will provide tasking via the Contractor's electronic or physical in-basket. The Contractor may be required to work overtime in support of tasking under this Task Order. The Contractor shall:

a. Comply with the Department of Navy Security regulations stated in the documents referenced in paragraphs 2 applicable documents.

b. Have a valid California driver's license.

c. Government furnished (GSA) vehicles to support the requirements of this PWS. This includes:

(1) All maintenance (including vehicle smog checks).

(2) Replacement of a vehicle (if a vehicle is inoperative) to meet the daily requirements of this PWS.

(3) Charge all fuel costs on their fleet card to be submitted to the Government for payment once per month.

(4) Be required to register the four (4) Government Furnished Property (GFP) vehicles in the Contractor's name.

(5) The Contractor shall provide four (4) cellular phones, one assigned to each vehicle/mail truck. Cellular phones shall be for emergency (not for personal calls) use only.

NOTE 1: A closed-body vehicle equipped with lockable doors, internal wire cages with GSA approved locks shall be used to transport mail per the PWS and security regulations.

3.2 Records Management "Mail Management" Project. The Contractor shall:

a. Become knowledgeable with established/existing "Mail Management" Program.

b. Be the focal point for providing assistance to civilian and military personnel in Mail Management processes and procedures as defined in the documents identified in Section 2.

c. Provide instructions for accessing the MyNAVAIR Mail, File and Records Web Portal and the NAWCWD Intranet Page for the Mail Management "Customer Guide". Ensure that this information is provided to the Administrative Support point of contact to ensure that the data reflects current Mail Management processes and postal information. The contractor shall sort/handle all incoming/outgoing United States Postal Service (USPS) and internal guardmail, estimated at 870,000 pieces of mail. Note: At Point Mugu, the contractor will pick-up all pre-sorted NAWCWD mail at Building 65). This count includes the "Accountable Mail and Express Mail". There are an estimated 250 MAIL STOPS and 80 (approximately 67 STOPS/31 buildings at Point Mugu designated delivery points with mail delivery once per day.

d. Interface with all levels of civilian and military personnel during all phases of official administrative document preparation.

3.3 Mail and Information Handling Project. The Contractor shall:

a. Be knowledgeable with all applicable documents in Section 2, and shall comply with specified instructions for the handling and delivery of (USPS) and internal guardmail.

b. Sort/handle all incoming/outgoing USPS and internal guardmail. This count includes the "Accountable Mail and Express Mail".

c. The guardmail couriers shall deliver USPS and internal guardmal (including Accountable Mail) to all mail stops and designated delivery points with mail delivery once per day.

d. Be knowledgeable with the established and existing Outlook "Properties GAL" for employee look-up for mail distribution and/or misdirected mail.

e. Enter data (as requested via data placed in the Contractor's in-basket) into the current established filing (electronic/manual) system.

f. Process all data received same day or by the next day of business in accordance with document in 2.8.

g. Perform distribution service via the Contractor's in-basket daily This shall include accountable mail, internal and off-Center mailing, handling of classified items, as well as distributing inter-office documentation and "official" publications, as specified per applicable documents in Section 2.

h. Enter the accountable mail in the Accountable Desk Top Mail Log for audit, tracking purposes daily. Process the accountable mail per Section 2 documents. Accountability is **critical**.

i. Maintain a (hard copy) data log of information (cost and volume) in the ledger maintained at the Contractor's desk weekly. This cost and volume documentation is **critical** in support of the Fleet and Industrial Supply Center (FISC), the Naval Air Weapons Station (NAWS), the

Naval Air Warfare Center Weapons Division (NAWCWD). At Point Mugu, CA, mail pick-up and delivery is to NAWCWD customers only, tenant and attached activities. This includes all quarterly/annual reporting requirements (see 2.1). This includes the following requirements:

j. Open all Command mail that is addressed to Commander and re-address with the correct mail stop (NOTE: The mail at Point Mugu is delivered by code information. Mail stops are used at China Lake). If the contractor is unable to determine the recipient correct mail stop/address/code, the mail shall be returned to sender. At Point Mugu, guardmail couriers will open NAWCWD command mail that is not deliverable (e.g. due to incomplete address or such). There are approximately five to 10 pieces of this mail per day.

k. The Task Order (TO) Team Lead has the option to add China Lake "MAIL STOPS" to meet customer requirements without increasing the level of effort or contract cost.

l. The TO Team Lead and the TA will determine the most cost efficient approach in assuming additional delivery stops (consolidated mail drops or sorting) to the identified "Shadow Mailroom Operations". The Contractor shall:

(1) Conduct quarterly transit time surveys for consolidated mail pouches and other mail containers.

(2) Conduct quarterly transit time surveys of intra-area (guard) mail.

(3) Conduct quarterly customer satisfaction surveys to gauge the level of support provided to customers.

(4) Conduct daily United States Postal Service (USPS), and Express Mail transactions.

(5) Conduct daily quality control (truck run), number of pieces and number of errors.

(6) Percentage of mail NOT delivered within standards.

(7) Identify pieces of mail returned for postage.

(8) Percentage of mail processed within standards (quarterly reporting).

(9) Notify the TA when the Pitney Bowes Postal Meter (China Lake only) reaches the $20K available postage.

m. Provide USPS, accountable mail and internal guardmail delivery vehicle support. The contractor shall determine the most efficient mail delivery runs to the designated delivery points.

3.4 Desk Procedures. The Contractor shall:

a. Keep current the desk procedures for all task order functions. The TA will approve all revisions before implementation. Provide updated desk procedures to the TA within 30 days of beginning of each fiscal year.

b. Post (via the Administrative Support point of contact) a master copy of Mail Management procedures (for customer information) on the Government's server, My NAVAIR MailFileRecords Web Portal.

c. Use existing format unless otherwise agreed by the TA and Administrative Support point of contact.

d. Incorporate security procedures (see Section 2, Item 2.12) that are critical to the mission of the Mail Management Project.

3.5 Reporting and Invoicing. The Contractor shall submit per the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as provided by the TA.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000552964
AMOUNT: $402,764.80
CIN 130017688000001: $402,764.80

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake restricted areas:

   M-Michelson Lab
   N-North Range
   C-CLPL
   E-Echo Range
   F-Fllight Line
   S-Randsburg Wash
   EWTES

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 through 31 Jul 2013

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0041

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

70 % **Performance**

PERFORMANCE FOR THIS TASK ORDER MEANS:
1. Civilian and military customer satisfaction provided by positive feedback . Customer interface is critical in performance of this PWS.
2. Mail Management personnel are knowledgeable to the DoD, USPS and security regulations (See Section 2.0 of the PWS) to ensure appropriate handling of all USPS, internal guardmail, accountable mail, and Express Mail.
3. Contractor personnel input of data is accurate and reflects daily/weekly/monthly status. Contractor maintains daily logs that support DoD/NAVSUP/NAVAIR quarterly reporting requirements.
4. Contractor personnel provides input for the data administration (specific to Mail Management) to the My NAVAIR MailFileRecords web portal.
5. Desk procedures are in place and updated as required.

20 % **Schedule**

CRITICAL FACTORS IN THE SCHEDULE ARE:
1. Official United States Postal Service (USPS) mail and guardmail is received, sorted, and delivered same day or next work day. (Must be in compliance with PWS, Section 2.0 applicable documents).
2. Consolidated mailings are dispatched daily per PWS, Section 2.0 applicable documents).
3. Contractor personnel meet or exceed customer requirements to meet NAWCWD prioritized requirements (Inspector General (IG) inspections)).
4. Contractor personnel are in compliance with prioritized tasks per PWS, Section 2.0.
5. All reporting data is available daily/monthly/quarterly to the Technical Assistant for DoD/NAVSUP/NAVAIR reports due quarterly/annually.

10 % **Cost**

COST FACTORS:

1. Actual costs do not exceed T.O. negotiated amount.
2. Contractor provides accurate, weekly, cost reports

EVALUATOR (b)6	DATE 22 July 2010

T.O. 0041 QASP Continuation Page

Satisfaction Level (%)	Definition	Award Fee%
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0041 QASP Continuation Page

Method Assessment:
Performance Quality: Review performance to the requirements as defined by the Performance Work Statement; compliance with regulations; and customer feedback. The Technical Assistant will conduct random checks to ensure that the performance objectives are incompliance with regulations (including security) and mission requirements (including the results of the "Customer Mail Satisfaction Survey" – required by DoD and submitted to NAVAIR).

Method of Assessment:
Schedule: Review of contractor prioritization of work to meet customer's requirements. The Technical Assistant will review scheduling and customer's requirements to determine that scheduling is met/exceeded or if the contractor resolves scheduling issues without the TA intervention. Scheduling includes meeting the requirements of DoD regulations and that Service Level 1 is maintained unless otherwise directed.

Method of Assessment:
Cost: Review and validation of actual expenditures against negotiated/planned costs in the task order, using the contractor reports and the contractor monthly level of effort reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0042	2010 Oct 01	1300176153	

6. ISSUED BY CODE N68936

CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY

NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141

NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar

Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $3,617,036.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		31,220	Hours		$1,165,108.00

Data Management & Travel Support

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,165,108.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting purposes only	

CIN: 130017615300001 ACRN AA $370,052.50

PURCHASE REQUEST NUMBER: 1300176153

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102	For Navy Accounting purposes only	

CIN: 130017615300002 ACRN AB $425,003.00

PURCHASE REQUEST NUMBER: 1300176153

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounting purposes only	

CIN: 130017615300003 ACRN AC $370,052.50

PURCHASE REQUEST NUMBER: 1300176153

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		31,220	Hours		$1,206,548.00

Data Management & Travel Support

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,206,548.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		31,220	Hours		$1,245,380.00

Data Management & Travel Support

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,245,380.00

Section C - Descriptions and Specifications

Performance Work Statement
For
Customer Service, Commercial Accounts Division, Cost Accounting
Contract N68936-08-D-0016 Task Orders 0042
1 October 2010

Applicable Contract PWS Paragraph Number: 3.5, 3.8

1 **Scope.** The scope of this Task Order is to perform data management, data processing, data analysis, business and administrative support, and other related tasks to support the Accounting Department - Customer Service/Commercial Accounts/Cost Accounting Division. The work performed under this task order will be accomplished at the Naval Air Warfare Center, Weapons Division (NAWCWD) China Lake, California and Pt. Mugu, California.

2 **Applicable Documents**. The Government will provide the Contractor with the latest version of the following applicable documents:

2.1 Desk Book Procedures
2.2 Department of Defense Financial Management Regulations
2.3 Comptroller Financial Guidance Memorandums
2.4 NAVAIR Financial Systems Operating Guidance
2.5 Non-Disclosure Certification Document
2.6 Department of the Navy and NAWCWPNS Security Manuals (OPNAVINST 5510.H and NAVWPNCENINST 5510.29)
2.7 Property Reference Guide
2.8 DFAS-CL 1000.3-M Appropriation, Cost and Property Accounting (Field) (formerly NAVCOMPT Manual, Vol. 3, Chapter 6)
2.9 SECNAVINST 5238.1C, "Computer Resources Management"
2.10 NAVWPNCENINST 4440.5B. Procedures for Material Turned Into Store (MTIS)
2.11 NAWCWPNSINST 4500.1, Government Property Survey
2.12 NAWCWPNS Fiscal Policies and Procedures Manual
2.13 NAVAIR Financial System Manuals
2.14 Joint Federal Travel Regulations (JFTR)/Joint Travel Regulations (JTR), latest revision
2.15 Defense Travel System (DTS)
2.16 NAVAIR Purchase Card Guidance

3 **Performance Requirements.**

General. The Government will provide tasking via the Contractor's "in-basket" electronically or hardcopy. Travel and overtime may be required in support of this Task Order. Tasks shall be verified by the Technical Assistant (TA) for accuracy and compliance with required Task Order procedures in accordance with Section 2.0, Paragraphs 2.1 through 2.16 of this Performance Work Statement (PWS) prior to implementation. The Contractor shall perform assigned tasking using established processes describe in Section 2. While the Contractor is required to follow these established processes throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1 The Contractor shall:

a. Maintain a work force that has a working knowledge of the regulations that govern the perspective area and that is cross-trained in all aspects of the support for the Commercial Accounts, Customer Service, and Cost Accounting Division tasks in accordance with paragraph 2.1.

b. Be familiar with and have the skills for customer service, as this task order requires interface with all levels of the NAWCWD/NAWS organization.

c. Have an in-depth working knowledge of existing desk book procedures (paragraph 2.1).

d. Have a working knowledge of Navy Enterprise Resource Planning (SAP/NERP), Outgoing Fund Documents (OFD) and NAWCWD Purchase Card Interim System to perform 3.2.c.

e. Have an in-depth working knowledge of the NAVAIR business and financial system, (in accordance with the documents referenced in paragraphs 2.1, 2.2, 2.3 and 2.4), the billing process and the different types of funding (e.g. MRTFB, FMS, RSA, etc.)

f. Contractor shall recommend, in writing, improved methods for extracting and entering data from existing computer systems and their software systems from the Financial, Supply, and Procurement reports.

g. Verify all tasks with the Technical Assistant (TA) for accuracy and compliance with required Task Order procedures in accordance with documents referenced in Section 2 prior to implementation.

3.2 Commercial Accounts and Cost Accounting Division Tasks. In accordance with documents referenced in Section 2, and with prior TA approval, the Contractor shall:

a. Perform data entry status updates to the current Government databases, logs, and tracking documentation in accordance with paragraph 2.1.

b. Recommend in writing improved methods for extracting and entering data from existing computer systems and their software systems (instead of picking up manually) from the Financial, Supply, and Procurement reports; upon approval of the TA, revise and incorporate into paragraph 2.1.

c. Prepare financial data formats from financial database system in preparation of the NAVAIR Financial Management System and sub-system financial interface reports. These revised and approved procedures shall be incorporated into paragraphs 2.1, 2.2, 2.3, 2.4 and 2.7.

d. Verify the accuracy of requisition documents, fund documents, vouchers, invoices, shipping documents, and telephone bills prior processing the data in accordance with the document referenced in paragraph 2.

e. Maintain documents in accordance with the document referenced in paragraph 2.1.

f. Prepare documentation relating to Commercial Accounts in accordance with the document referenced in paragraph 2.1.

g. Open and distribute all Commercial Accounts Divisions mail; file incoming and outgoing documentation; and pull documents relating to Commercial Accounts Divisions in accordance with the document referenced in paragraph 2.1.

h. Validate all logs, weekly, bi-weekly and monthly reports in accordance with the document referenced in paragraph 2.1.

i. Respond to Customer queries relating to "status" of accounting tasks in accordance with the document referenced in paragraph 2.1.

j. Alert the Contractor's Project Lead and TA of any backlog or workload issues that may arise in accordance with the document referenced in paragraph 2.1.

k. Processing schedules (i.e. year-end, month-end) shall be met at all times for Customer Service, Commercial Accounts, and Cost Accounting in accordance with the document referenced in paragraph 2.1.

3.3 Travel Support. In accordance with document referenced in paragraphs 2.1 – 2.5, 2.14 - 2.16, the Contractor shall:

a. Perform the daily operations of the travel tasks, including data entry and maintenance of the current Government provided databases, logs, and tracking documentation.

b. Recommend, in writing, improved methods for extracting and entering data from existing computer systems and their software systems from the Financial, Supply, and Procurement reports.

c. Update and maintain the designated databases as each travel change occurs.

d. Research for data entry the information from the travel order/voucher, telephone or electronic inquiry; validate information already existing in the database and reconcile that information to the data gathered from the travel documentation; and assist the customer in identifying proper documentation needed to process travel order/voucher.

e. Update and maintain documentation and procedures on a bi-annual basis in accordance with the desk book procedures referenced in paragraph 2.1.

f. Perform all task requirements per the schedule (in accordance with the document referenced in paragraph 2.1). The workload will vary from day to day.

g. Upload/download financial data formats from the NAVAIR business and financial database system(s) and sub-system(s); Prepare and validate accuracy prior to processing travel orders/vouchers and other related documentation in accordance with the documents referenced in paragraph 2.

h. Respond to customer queries relating to "status" of accounting. The TA shall be notified of any backlog or workload issues that may arise.

i. Validate all logs, weekly, bi-weekly and monthly reports.

3.4 Property Logistics. In accordance with the document referenced in paragraph 2.1 – 2.12 , the Contractor shall:

a. All contractor personal assigned to the Property Management Team must maintain a secret clearance.

b. Research and verify for accuracy and consistency; input data and prepare associated documentation for Property Logistics functions; identify field problems and report findings to the Technical Assistant (TA); and gather identifying information needed for input to designated databases from the guard mail, electronic mail and customer contact.

c. Assign bar code numbers to the customer and maintain the audit trail of numeric bar code numbers; verbally advise the TA when additional bar code stickers need to be ordered; and maintain, visually verify and log general historical data gathered pertaining to the equipment.

d. Maintain property records in a current configuration, to include property logistics data gathering and analysis, procedure research and verification, and data entry.

e. Validate all new bar code information and updates in accordance with paragraph 2.1. The workload will vary from day to day.

f. Update/archive all records received into the database within 5 days and file all documents received within 7 days of receipt.

3.5 Property Disposal. In accordance with the documents listed in paragraphs 2.1 – 2.12, the Contractor shall:

a. Review, research and input disposal information received on the "Turn-In" and "Excess", DD 1348-1a forms. This includes checking for accuracy, researching incorrect data as necessary and input of all disposal information as specified in directives listed in Section 2.

b. Enter data about equipment to be excessed into the Electronic Reporting System (ERS) for all Automated Data Processing (ADP) items as required in the Automated Resource Management System (ARMS) and ERS manuals by the instructions referenced in paragraph 2.

c. Accept, provide data entry reporting and out-process excess bar-coded equipment at the Excessing Warehouse for the China Lake customers.

d. Visually verify and log historical data pertaining to the equipment using either paper or electronic media.

e. Enter all disposition transactions into the database within two (2) working days in accordance with the documents referenced in paragraph 2.1.

3.7 Perpetual or Wall-to-Wall Inventory. In accordance with the documents referenced in paragraph 2, the Contractor shall:

a. Perform daily operations of the physical inventory that include making appointments with customers, scanning bar-coded equipment labels, and processing the inventory data captured (data computer) as specified in the desk procedures.

b. Research for data entry by gathering and identifying information, physical sighting or electronic inquiry; validate information already existing in the database and reconcile that information to the data gathered from the physical inventory; assist the customer in bar-coding equipment that is not identified with an identifying bar code sticker; and may be required, in the absence of the Government customer, to affix the barcode sticker.

c. Visually verify and log historical data pertaining to the equipment.

e. Ensure all inventory appointments and documentation requirements are performed per the schedule and in accordance with the document referenced in paragraph 2.1. The workload will vary from day to day.

3.8 Studies and Analysis. The Contractor shall:

a. Evaluate financial data.

b. Research anomalies and discrepancies.

c. Document findings and provide recommendations.

d. Provide corrections to non-labor suspense, errors, all rejects and adjustments.

e. Prepare appropriate corrective action paperwork and submit to TA for signature approval.

3.9 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on- and off- Center, while performing tasks, when available under this PWS. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

c. Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.10 Meetings. The Contractor shall participate in Government/Contractor team meetings as required by the TA or TOL to discuss project status, process changes, and problems/issues encountered.

3.11 Data Requirements. The Contractor shall:

a. Develop and keep current all documentation. This includes all approved revisions to existing Government documents, computer software product end items, technical studies and reports.

b. Provide updates/changes to documentation due to a change to the operational environment within 15 days.

c. Store all documentation in a location that is accessible to Contractor and Government personnel in an electronic form suitable for on-line examination or downloading from the Government or Contractor's site. Access privileges and/or distribution of any documentation will be determined by the Government or negotiated with the Contractor.

3.12 Level of Effort, Progress and Status Report and Cost Report Subtasks. The Contractor shall, in accordance with the basic contract, submit the Level of Effort, Progress & Status Report and a Task Order Cost Report. The sub-tasks are:

001--Travel Support
002--Management
003--Cost Accounting
004--Property Logistics
005--Property Disposal
006--Perpetual Inventory
007--Commercial Accounts

3.13 Non-Disclosure Document. A NAVY ERP Non-Disclosure document shall be signed, dated and provided to the Government for each Contractor assigned to this Task Order and prior to charging to the Task Order, in accordance with the document referenced in paragraph 2.5.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000549068
AMOUNT: $370,052.50
CIN 130017615300001: $370,052.50

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000549068
AMOUNT: $425,003.00
CIN 130017615300002: $425,003.00

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000549068
AMOUNT: $370,052.50
CIN 130017615300003: $370,052.50

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Unclassified.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and NAVAIR PT Mugu restricted areas:

   M-Michelson Lab
   X-Industrial Area
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 – 31 Jul 2013

6. Overtime:

   a. No more than 900 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP

Quality Assurance Surveillance Plan (QASP)/Task Order Evaluation Data

Task Order No. 0042

CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

PERFORMANCE 60% (weight) Performance, Schedule and Cost must add to 100%

PERFORMANCE FOR THIS TASK ORDER MEANS:

This TO will be rated on the accuracy and completeness of research, data verification, data input and quality assurance. Each team member must have a working knowledge of the regulations that govern their perspective area. Desk procedures shall be updated no less than twice a year. All documents and records shall be maintained following Customer Service policy and desk procedures. Customers shall be given accurate and consistent information.

See continuation page

SCHEDULE 20% (weight)

SCHEDULE FOR THIS TASK ORDER MEANS:

Schedules for year-end processing shall be met at all times for labor and travel. Day-to-day processing, schedules shall follow Customer Service policy and desk procedures.

See continuation page

COST 20% (weight)

COST FOR THIS TASK ORDER MEANS:

Cost for labor, overtime, travel and training shall meet the authorized budget. If a situation arises that will cause this task order to overrun the TA, Financial Contact, and COR must be notified immediately.

See continuation page

EVALUATOR (b)6	DATE 8-16-2010

T.O. 0042 QASP continuation page

Satisfaction Level (%)	Definition	Award Fee %
0-24	The Contractor is not performing at a satisfactory level and the Task Order should be terminated.	0
25-49	The Contractor is not performing at a satisfactory level. Involvement by the Contractor's Task Order Manager and the COR is required.	0
50-69	The performance is still unsatisfactory, however, due to involvement by the Contractor's Task Order Manager and the COR, a satisfactory level is expected in the next performance period.	0
70	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 20-30% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 21-30%, and Contractor should have utilized his resources more effectively	50-59
80	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 10-19% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 16-20%, and Contractor should have utilized his resources more effectively.	60-69
90	The Contractor's efforts were satisfactory, however -- **Performance/Schedule:** 1-9% of effort required rework, was late, or required 'special' Government guidance or intervention to meet TO requirements. **Cost/Resource Management:** Contractor's costs and/or hours/labor category deviated from expectations by 10-15%, and Contractor should have utilized his resources more effectively.	70-79
100	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention {{All TO products/services were delivered "on time"}}. **Cost/Resource Management:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor's utilization of resources was appropriate to task.	80-85
110	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 5-15% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and the Contractor demonstrated superior management of resources in response to changing conditions effecting 5-15% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 5-15% cost savings to the Government.	86-90
120	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 16-30% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/ Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations, and Contractor demonstrated superior management of resources in response to changing conditions effecting 16-30% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 16-30% cost savings to the Government.	91-95
130	**Performance/Schedule:** All efforts met full TO minimum requirements with no 'special' Government guidance or intervention. Plus, 31-100% of effort exceeded expectations, were delivered ahead of schedule, and was the result of superior innovation or management initiative. **Cost/Resource Mgmt:** Contractor's costs and hours/labor category were within 0-10% of expectations; and Contractor demonstrated superior management of resources in response to changing conditions effecting 31-100% of efforts. Or, the Contractor demonstrated superior initiative in cost management resulting in a 31-100% cost savings to the Government.	96-100

T.O. 0042 QASP continuation page

Method of Assessment:
Performance/Quality: Review performance to the requirements as defined in the PWS, customer surveys, and contractor reports.

Method of Assessment:
Schedule: Review work request tasking schedule, met, exceeded or did not meet as defined in PWS, customer surveys, and contractor reports.

Method of Assessment:
Cost: Review of actual expenditures against negotiated/planned costs in the T.O., using contractor reports.

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0043	2010 Oct 01	1300179244	

6. ISSUED BY CODE N68936

CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY

NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141

NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar

Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $3,802,075.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		20,240	Hours		$1,224,123.00
	IT/IM Customer Support Services				
	CPAF - In accordance with Section C Performance Work Statement. This task order is severable.				
	FOB: Destination				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,224,123.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101					$0.00
	For Navy Accounting purposes only				
	TO Management				
	PURCHASE REQUEST NUMBER: 1300179244				
	ACRN AA CIN: 130017924400001				$25,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000102					$0.00
	For Navy Accounting purposes only				
	NHD Help Desk				
	PURCHASE REQUEST NUMBER: 1300179244				
	ACRN AB CIN: 130017924400002				$120,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000103					$0.00
	For Navy Accounting purposes only				
	IT National Help desk				
	PURCHASE REQUEST NUMBER: 1300179244				
	ACRN AC CIN: 130017924400003				$10,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000104					$0.00
	For Navy Accounting purposes only				
	IT WAP				
	PURCHASE REQUEST NUMBER: 1300179244				
	ACRN AB CIN: 130017924400004				$200,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000105					$0.00
	STARS Services				
	CRA Financial Services				
	PURCHASE REQUEST NUMBER: 1300179244				
	ACRN AA CIN: 130017924400005				$175,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000106					$0.00
	For Navy Accounting purposes only				
	CRA Finacial Reports				
	PURCHASE REQUEST NUMBER: 1300179244				
	ACRN AD CIN: 130017924400006				$5,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		20,240	Hours		$1,267,157.00
	IT/IM Customer Support Services				
	CPAF - In accordance with Section C Performance Work Statement. This task order is severable.				
	FOB: Destination				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,267,157.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		20,240	Hours		$1,310,795.00
	IT/IM Customer Support Services				
	CPAF - In accordance with Section C Performance Work Statement. This task order is severable.				
	FOB: Destination				

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,310,795.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
IT/IM CUSTOMER SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order 0043
5 August 2010

Applicable Contract SOW paragraphs: 3.1, 3.2, 3.4, 3.5, 3.10, and 3.11

1 **Scope.** The scope of this effort is to acquire customer support services to support the delivery of Information Technology/Information Management (IT/IM) products and services at the Naval Air Warfare Center Weapons Division (NAWCWD). The effort requires this support be provided for specific NAWCWD product lines, along with a limited set of Naval Air Systems Command (NAVAIR-wide) services. These customer support services include customer relationship management (CRM); work acceptance process support; help desk services; workstation support; and audiovisual services as defined in Section 3.

1.1 Task Order Relationships. For FY08, the IT/IM Department has established five Task Orders to better support the primary product areas while keeping Task Order and business operations manageable. These five Task Orders shall support each other seamlessly in order to provide IT/IM customers with an integrated set of products and services to meet their needs.

a. This Task Order provides the IT/IM product and service delivery mechanisms that interface directly with the customer to intake work, support the management of delivery processes, and/or provide direct customer technical support.

b. Task Order 0044 provides IT Compliance support, IT/IM business and financial support, data handling and management, telephone billing, technical writing, enterprise architecture/engineering, and legacy infrastructure support as requested.

c. Task Order 0045 supports the areas of software development, application integration, and related services for both corporate financial systems and customer specific systems.

d. Task Order 0046 provides IT/IM Information Assurance support.

e. Task Order 0047 provides complex technical services for server operations and application hosting.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the applicable documents.

2.1 Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Revision 1, October 1999
2.2 Department of Defense Office of General Counsel, Ethics Issues in Government-Contractor Teambuilding
2.3 NAVAIR National Help Desk-West (NHD-West), HD Lead -- Roles and Responsibilities/Required Skills of 17 October 2004
2.4 NAVAIR National Help Desk-West (NHD-West), HD Agent -- Roles and Responsibilities/Required Skills of 17 October 2004
2.5 NAVAIR National Work Acceptance Process, March, 2004
2.6 IT/IM Product and Service Point of Contact Listing
2.7 Enterprise Resource Planning (ERP) Help Desk and Customer Support, 31 July 2003
2.8 Emergency Procedures, Call Escalation, and Crisis Management, 08 March 2004
2.9 NMCI Moves, Adds, and Changes (MACs) Procedures
2.10 NHD-West Processes and Procedures
2.11 Fee for Service Model
2.12 System Administrator Responsibilities document https://vulcan.chinalake.navy.mil/

3 Performance Requirements.

3.1 General. Travel, training and overtime may be required in support of this Task Order. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1 Task/Work Initiation. Upon issuance of this Task Order, the Contractor shall perform the functions outlined in this Task Order; all other work to be performed under this Task Order shall be initiated through a work request or trouble call or a signed IT/IM product and service level agreement.

3.1.2 Work Requests. The NHD-West shall be the single point of entry for all work requests and trouble calls. For each work request, the NHD-West creates a work order in the current work request tracking system and the current IT/IM billing system. All functional areas covered by this task order shall use the IT/IM product and service management tools to document, track, and report customer support efforts.

3.1.3 Funding and Charging. The Contractor shall implement the fee-for-service model defined in paragraph 2.11. This Task Order performs services that are funded/paid for in three different ways:

a. Corporate products and services that are paid for by funding allocated to the IT/IM Department (Corporate Funded).

b. Corporate products and services that are paid for by customers through an indirect direct product account (IDPA) mechanism (Fee for Service).

c. Customer requested services paid for by the customer directly (Fee-For-Service).

This PWS outlines in each requirement area the type of service that is provided. Additionally, in operating the Task Order, the Contractor shall identify tasks that are billable or non-billable.

d. Billable: Work is directly billable to an IT/IMD project, fee-for-service IDPA, or customer.

e. Unbillable: Work is not directly chargeable and is paid for by the Task Order IDPA through the use of a fee that is added to the cost of the products and services that are funded. Unbillable is defined as:

(1) Time that supports the administration and execution of the Task Order work but does not directly provide a product or service to the corporation or customers, and is part of doing business.

(2) Time spent developing or improving processes, generating documentation, attending meetings, and obtaining training and/or travel, which is not specifically attributable to an individual competency or customer requirement, and is requested via work order.

(3) Time considered downtime as the result of no funded work to charge.

The Contractor shall keep unbillable downtime to a minimum as defined in the Task Order evaluation criteria (QASP).

3.1.4 Business Reports. The Contractor shall provide business/financial reporting specific to this task order on a monthly basis, unless otherwise requested by the Technical Assistant (TA)/Alternate Technical Assistant (ATA) including the Revenue and Expense Report as well as the following reports: All Estimate Report by Work Order; All Estimate Report by Work Order Lead; At Risk Billable Work Orders; At Risk Non-billable Work Orders; Division Total Hours; Division Revenue vs. Non-Revenue; Division Detail Non-Labor.

3.1.5 Leadership. The Contractor's management and business processes shall support successful execution of all tasks associated with this task order.

3.1.6 Teaming Efforts. The Contractor shall team with Government personnel by using the Integrated Product Team (IPT) concept to address efforts and projects related to this task order. The Contractor's participation as a team member shall be governed by the guidance provided in the document referenced in paragraph 2.1. Additionally, the Contractor shall adhere to the guidance cited in the document referenced in paragraph 2.2, ensuring that they understand and follow statutory and regulatory restrictions and standards of conduct issues faced when close working relationships, such as IPTs, are required. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.7 Team Meetings. All members of the Task Order team(s) shall attend meetings as required. The Contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The Contractor shall take and distribute notes, and track action items that result from these meetings. The Contractor shall post in e-room (or use other media as agreed to by the team) the meeting notes on the same or next workday and e-mail the TA, and all attendees when this is completed.

3.1.8 Expertise and Knowledge. The Contractor shall:

a. Provide personnel with the skills needed to meet the requirements defined in the documents referenced in paragraphs 2.3 and 2.4 and all other requirements of this task order. The Help Desk Lead and Help Desk Agents must possess a Certified Help Desk Professional certification (CHDP) from STI Knowledge (or equivalent institution as approved by the TA); or within the first 90 days attend a CHDP class offered by STI Knowledge (or equivalent institution) and receive certification and provide copies of certifications to the TA and Contracting Officer. On-line participation, completion, and certification are acceptable.

b. Assign team members based on complementary expertise and skills, not on availability to ensure the right people are assigned to the team.

c. Assign personnel to this task order that are knowledgeable in the IT/IM's current mission and business, future strategies and plans, as well as those of our customers.

d. Remain current in their functional areas of expertise and evolving technologies.

e. Provide training to or for Government personnel at the Contractor's facility or other agreed upon location.

3.1.9 Products and Services Delivery. The Contractor shall adhere to the processes and procedures referenced in paragraphs 2.5 through 2.10 procedural documents/desk guides. The Contractor shall continually strive to optimize performance. As the team identifies and develops more efficient processes and procedures, the Contractor shall update the Section 2 procedural documents and desk guides and/or develop new guides. These documents shall be kept current to ensure optimal, coordinated, services for all functional areas. The Contractor shall submit any changes to the TA for review and approval within one week of making the change.

3.1.10 Work Hours. For purposes of this task order, core work hours are defined as 0600 to 1800 hours, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. Contractor employee work schedules may be agreed to the individual functional areas for corporate tasks; individual customer work requests or customer agreements may define alternate work schedules.

3.1.11 Task Order Documentation. All required documentation shall be posted on the Government's server. The Contractor shall notify by email the TA and Government Team Lead when documents are posted.

3.1.12 Project Management. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Project management shall be applied to all projects that result from the complex level of service designation identified in the referenced document in paragraph 2.5 and any others at risk of failure if they are not rigorously managed.

3.1.13 Work Planning. Upon receipt of work requests and in accordance with the document referenced in paragraph 2.5, the Contractor shall:

a. Follow and or support the NAVAIR National Work Acceptance Process (WAP) to define, document, and communicate the various aspects of the effort.

b. Support the development and use of Basic Level of Service (BLS) planning processes and documents. Versions must be approved by the TA or ATA.

3.1.14 Vehicles. The Contractor shall:

a. Lease vehicles to support the requirements of this PWS. This includes: Additionally, the Contractor employees shall:

(a) Maintain a valid California driver's license.

(b) Perform all required vehicle maintenance and repairs (including vehicle smog checks).

(c) Use the most cost-effective/economical means available to fuel the vehicles (using the Government fuel farm via fleet card submitted to Government for payment once per month or Contractor's negotiated local gas station).

(d) Maintain insurance coverage to include the vehicles and Contractor employees driving the vehicles (IAW basic contract FAR 52.228-7)

(e) Meet all requirements of FAR 45.5, 52.245-5 and 5252.245-9500 while operating Contractor leased vehicles.

(f) Be required to lease and register two (2) leased vehicles in the Contractor's name. Title shall remain with the leasing company while registration and insurance is the Contractor's responsibility.

b. Upon approval of the Contracting Officer, COR, and TA, replace an inoperative vehicle, as needed to meet the daily requirements of this PWS.

c. Contractor personnel may be required to operate Government-owned vehicles, when available, "on-base" while performing tasks under this PWS. To operate a USN vehicle, the contractor shall:

(a) Maintain a valid California driver's license.

(b) Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

(c) Meet all requirements of FAR 45.5, 52.245-5, and 5252.245-9500 while operating Government vehicles.

3.1.15 Security. The Contractor shall meet all security requirements related to personnel, physical, communications, and information assurance as required by the basic contract and by this Task Order, and additionally:

a. Fully support the IT/IM Information Assurance Officer (IAO) in the performance of IA requirements including reporting, managing, and securing all IT assets/elements under the scope of this Task Order.

b. Obtain COMSEC certification for all personnel and maintain security awareness and support for all IT communications efforts under the scope of this Task Order.

c. Task Order personnel shall complete mandatory security related training required of DoD employees such as Personnel Security, Information Assurance, Anti Terrorism, Privacy Act, and others as required by the TA/ATA.

3.2 Customer Relationship Management (CRM). In support of this effort, the Contractor shall follow the guidance in the referenced document in paragraph 2.5, and shall:

a. Perform CRM functions/efforts that support customers in obtaining products and services from the IT/IM organization, and this Task Order.

b. Support customer solutions and customer contact efforts.

3.2.1 CRM/CSG Program/Customer Support Efforts. In order to develop and implement CRM strategies, and to improve IT/IM product and service delivery, the Contractor shall:

a. Gather, analyze, document, and communicate customer requirements across the IT/IM organization.

b. Facilitate the development of integrated full spectrum solutions by orchestrating and coordinating meetings and planning activities and their implementation across the IT/IM Divisions and product and service areas.

c. Develop customer profiles including current product and service usage, future enhancements/ expansions, and possible new customer opportunities.

3.2.2 IT/IM Customer Solutions and Contacts. The Contractor shall:

a. Perform customer solutions support of IT/IM products and services each time the opportunity presents itself to provide IT solutions for new customers and to secure additional opportunities from existing customers.

b. Gather and document customer information related to CRM strategies for use in customer solutions and contact efforts.

3.3 Work Acceptance Support

3.3.1 Project Initiation Support. In support of this effort, the Contractor shall follow the guidance in the document referenced in paragraph 2.5, and shall:

a. Perform proposal development support by making contact with customers, developing the initial proposal, scheduling meetings with service providers to obtain detailed approach/technical solution information and estimates, further refining the proposal, arranging meetings to review proposals, obtaining customer approval, transferring work and closing proposal efforts, and conducting customer satisfaction surveys.

b. Provide configuration management tracking and oversight of all proposals.

c. Follow existing processes, and assist in the development/enhancement of new project initiation processes and guidance.

d. Support the customer agreement team in their efforts to define and document on-going support requirements.

e. Maintain relationships with the service providers in the IT/IM Divisions to understand their business, efforts, and new work opportunities.

f. Establish and maintain relationships with customers to ensure their requirements are being met, and new needs are addressed in a timely fashion.

g. Meet the performance requirements for project initiation documented in the national work acceptance process in accordance with the document referenced in paragraph 2.5.

3.3.2 Customer Agreement Support. In support of this effort, the Contractor shall follow the guidance in accordance with the document referenced in paragraph 2.5, and shall:

a. Establish initial contact with the customer (with leads from 7.2 Divisions, customer relationship management (CRM)/customer solutions group (CSG) efforts, and through the National Help Desk-West (NHD-West).

b. Gather customer requirements related to general and organizational needs, requirements related to the provision of services, and specific requirements related to capability and functional needs.

c. Support the Work Acceptance Process in the generation of agreements, business cases, and other required documentation and efforts.

d. Develop high-level information for customer agreements, including functional requirements, technical solution options, cost estimate, and proposed schedule with support from the IT/IM level 3 organizations.

e. Provide support in gathering requirements and estimates for ongoing delivery of services for proposal development.

f. Coordinate with service providers (IT/IM Divisions) to assess customer solution(s), performance standards, resource requirements, schedules and cost estimates.

g. Review customer agreements with management and/or customers.

h. Obtain customer agreement approvals from customers.

i. Transition customer agreements to service providers for execution.

j. Administer customer satisfaction surveys.

k. Provide configuration management tracking and oversight of all agreements.

l. Develop standard customer agreement processes and tools, and coordinate with IT/IM Divisions to integrate the gathering of customer requirements and the development of agreements.

m. Enhance the customer agreement process and guidance as required

n. Meet the performance requirements for project initiation documented in the national work acceptance process in accordance with the document referenced in paragraph 2.5.

3.4 **Communications Services.** In support of this effort, the Contractor shall:

a. Develop and maintain an IT/IM communications plan.

b. Provide communications support in the generation and dissemination of information related to all aspects of IT/IM business as well as emerging IT strategies and initiatives that effect NAVAIR/NAWCWD.

3.5 **Help Desk Operations**. The tasking defined below shall be accomplished on a daily basis. The Contractor shall:

a. Receive work via telephone, email, fax, web submission, or walk-ins.

b. Operate and manage the NHD-West in accordance with the documents referenced in paragraphs 2.3 through 2.10.

c. Provide input, recommendations and attend meetings related to the development and implementation of new processes and tools (i.e., new help desk tools and work acceptance process) for the IT/IM organization.

d. Ensure that the Help Desk Lead performs the Help Desk Lead Roles and responsibilities as well as acting as a Help Desk Agent (see documents referenced in paragraphs 2.3 and 2.4).

3.5.1 Work Hours. The Contractor shall:

a. Provide full staffing Monday through Thursday between 0700 and 1700 hours, Pacific Standard Time.

b. Provide full staffing on non-flex Fridays between 0700 and 1600 hours, Pacific Standard Time.

c. Ensure the Help Desk is staffed Monday through Thursday with at least one person between 0600 to 0700 hours and 1700 to 1800 hours.

d. Ensure that the Help Desk is staffed non-flex Fridays with at least one person between 0600 to 0700 hours and 1600 to 1700 hours.

3.5.2 After Hours Coverage. After-hours coverage is defined as anytime outside core work hours as defined in the document referenced in paragraph 3.1.10. The Contractor shall provide after-hours phone coverage for customers and IT/IM personnel requesting assistance. After hours coverage shall be accomplished by help desk agents who shall monitor a Contractor-provided cellular phone to which the main help desk phone number has been forwarded. After-hours coverage requires the Contractor to remedy the problem or to locate and dispatch the appropriate service provider from this task order, other STARS IT/IM task orders, or other sources of support in accordance with the document referenced in paragraph 2.6.

3.6 **Work Acceptance/Management**. In accordance with document referenced in paragraphs 2.5 through 2.10, the Contractor shall:

a. Operate the help desk as the single point of entry for all IT/IM work requests.

b. Maintain the work points of entry consisting of:

(1) Telephone lines
(2) An email account shared by all help desk agents

(3) The Government project lead
(4) chlk_nhd_west@navy.mil
(5) FAX
(6) Walk-ins
(7) Web submissions via Call Tracker/HEAT

c. Establish a work request in the current work request tracking system and the current IT/IM billing system for each customer or service provider initiated call.

d. Ensure that all Help Desk personnel enter their work time into the current IT/IM billing tracking system.

e. Obtain appropriate information from the customer or service provider for the submission of the work request including, but not limited to: name, phone number, email address, request description, location, code, and urgency.

f. Follow the appropriate processes and route requests for work as outlined in the IT/IM Work Acceptance Process (WAP) (see documents referenced in paragraphs 2.5 and 2.6). This includes assessment of the work type, job size, approximate cost, schedule, criticality, and other criteria used to determine the WAP or work flow required. Obtain a chargeable object from customers requesting billable services.

g. Attempt to resolve all trouble calls within the capabilities and responsibilities outlined in this PWS at the help desk first, and if unsuccessful, route it to the appropriate entity for resolution.

h. Maintain a variety of means by which customers can request service status or assistance, and for service providers to access/receive their assigned work requests including telephone, e-mail, faxes, walk-ins, and Web submissions.

i. Record all work requests and distribute according to the work acceptance/delivery processes identified in the documents referenced in paragraphs 2.5 and 2.6.

j. Track the progress and status of all work requests and respond to the customer or IT/IM service-provider requests for status reporting. Follow guidance provided by the TA that determines how data will be segregated for collection, management, and reporting purposes. For example, data may need to be segregated by:

(1) Work type
(2) Service provider
(3) Customer account
(4) Customer agreement

k. Update and document processes and procedures (documents referenced in paragraphs 2.6 through 2.10) that provide for collecting performance feedback and monitoring/reporting customer satisfaction to the TA as requested.

l. Contact every customer for performance feedback for each request for service and provide data collected to the TA on the first workday of each week for the previous workweek.

m. Assist in developing customer profiles and other reports including current product and service usage, future enhancements/expansions, and possible new business opportunities.

n. Work with the TA/ATA and other Government personnel to develop customer satisfaction surveys and other methods to be used in gathering and reporting metrics for services provided by this task order, other IT/IM task orders, and other IT/IM service providers.

3.7 NHD-West Services.

3.7.1 IT/IM Products and Services. The Contractor shall:

a. Be knowledgeable and able to differentiate the areas of IT/IM product/service availability, sources and processes for acquisition, and help desk services available to support the delivery of these products and services to customers including:

(1) Application development and operations support
(2) System/Server implementation and operations
(3) Local Area Network/Base Area Network/Wide Area Network (LAN/BAN/WAN) infrastructure and services
(4) Video and audio services
(5) Technical Documentation/Technical Writing services
(6) IT/IM hardware and software maintenance & service contracts
(7) Work Acceptance
(8) Scheduling of various work-group services
(9) Other WD Customer Survey Support

b. Utilize the work acceptance process (see documents referenced in paragraphs 2.5 and 2.6) to provide help desk support and ensure that all other customer requirements are routed to the appropriate IT/IM Department team or teams for resolution.

c. Correctly sort out customer requirements for "first contact resolution" IT/IM products and services from all other requirements, and efficiently meet the "first contact resolution" requirements. First contact resolution products and services are those contained within the scope of this task order.

d. Ensure calls requiring escalation are routed to the appropriate IT/IM leads or managers for resolution.

3.7.2 Corporate Application Support. Corporate application support includes, but is not limited to, ERP and Travel Manager. Training may be required in this area. The Contractor shall:

a. Perform corporate application support focusing on accessibility, use, and problem resolution using Tier 1 (recording work requests) and some Tier 2 functions (systems support) to support of customers. Forward any Tier 3 requirements to the appropriate service provider.

b. Be knowledgeable in the use of systems and tools required for the documentation and management of customer requests and support.

c. Acquire and maintain basic skills and knowledge of ERP and Travel Manager software to solve customer problems. Examples may include, but are not limited to:

(1) Screen manipulation
(2) Password resets
(3) Printing problems
(4) Role verification/authorization
(5) Graphical User Interface (GUI) install questions
(6) Basic workstation configuration as they effect Enterprise Solutions Program Office (ESPO) products

d. Assist in the resolution of customer and support issues among company sites to ensure timely distribution of knowledge and positive impact on customer satisfaction.

3.7.3 Navy Marine Corps Intranet (NMCI) Service Requests. The Contractor shall:

a. Provide support to the NMCI Deputy Customer Technical Representative (DCTR)/Activity Customer Technical Representative (ACTR) Offices to process Service Requests.

b. Record requests and transfer to the processing system, routing for approval, delivery to NMCI Help Desk, tracking and closure.

c. Become proficient in the use of the Service Request/MAC systems and processes.

3.8 **Business and Financial Services**. The Business and Financial functional area operates as the Business Office for all work performed under the IT/IMD DPA, and includes this Task Order, as well as all other IT/IM Task Orders. This Government/Contractor team shall make all business-related decisions affecting the Task Order. In addition, this team shall make known their IT/IM and support services capabilities for new business development opportunities.

3.8.1 Business Tools. The Contractor shall:

a. Use the current IT/IM work acceptance, billing, and tracking tools to document and manage work for all efforts performed by functional teams, IT/IM efforts, and all work performed under all other IT/IM Task Orders.

b. Provide requirements and assist in planning and implementation of desired changes and/or updates to these tools as requested by the TA/ATA.

3.8.2 Financial Services. The Contractor shall perform the following financial services for work pertaining to IT under the Task Orders for the IT/IMD DPA: financial reporting and analysis; estimate-at-completion development; responding to billing inquiries; commitment and purchase order tracking, travel tracking and reporting; responding to data and funding calls; contract accrual support; importing and exporting financial data. These services shall also be provided/customized for customer-defined criteria.

3.8.3 Business Office Reports. The Contractor shall provide e-mail notification to the TA/ATA once the following reports are posted to the appropriate server.

a. Revenue and Expense Report. Utilizing the documents referenced in paragraphs 2.3 and 2.4, the Contractor shall provide a Revenue and Expense Report that shows the revenue generated by work request tasks during the month and the expenses (costs) including service cost center fees, incurred by the overall IT/IM DPA (not including Telco charges, and including all IT/IM Task Orders during the month. The report shall also include year-to-date cumulative data. A tenth and eleventh month projection (projecting year end) will be required.

b. End-Customer Billing Report. Utilizing the documents referenced in paragraphs 2.4 and 2.6; the Contractor shall provide an end-customer billing report that coincides with the Contractor's accounting cycle. The report shall reference all work requests, and that, at a minimum, includes the following information for each work order request: (a) performing cost center; (b) cost distribution identifier; (c) performance date; (d) job order number; (e) benefiting cost center; (f) quantity; (g) dollar amount; (h) work tracking number; and (i) document number.

c. Task Order Voucher Billing Report. Utilizing the document referenced in paragraphs 2.4 and 2.6, the Contractor shall provide for each IT/IMD Task Order a voucher billing report that includes actual costs invoiced/submitted to the Government in order to validate the Contractor's actual billing against the data reported in the Government accounting system. This report shall include the following minimum information for each billing cycle: (a) period of performance; (b) dollar amount by ACRN; and (c) year-to-date cumulative data. The report is due within two workdays of voucher submittal.

3.9 **Tools and Processes.** Currently there are two different and distinct tool sets in use. The first, BTSWD, supports NAWCWD IT/IM products and services. The second tool set, managed by the NHD component on the East coast, consists of: Heat, Teloquent, and Call Tracker. The Contractor shall:

a. Use the existing tools to support the work management/work flow processes and support the identification of future requirements.

b. Maintain the current work request management/tracking system or its replacement.

c. Ensure that the system is accessible remotely by all personnel authorized by the TA/ATA on this Task Order and other specified IT/IM organization service providers.

d. Support the configuration, enhancement or modification of the system to meet evolving/emerging requirements related to work acceptance process changes, information needs, reporting capabilities, or interfaces with other systems by working with developers to implement changes. This includes, but is not limited to, modifying the user customizable areas of the work request management/tracking system, as requested by the TA/ATA, to add additional capabilities or to enhance functionality.

e. Maintain web interface for intranet/internet access to work request status and other information and make accessible to all customers, the TA/ATA, and other IT/IM service providers as approved by the TA.

f. Develop and continually maintain standard help desk operating procedures in both hard copy and electronic format as approved/requested by the TA/ATA. The documents referenced in paragraphs 2.7 through 2.10 are the existing help desk operating procedures.

g. Develop and maintain emergency help desk procedures by working with NHD, NAVAIR, and NAWCWD personnel (see document referenced in paragraph 2.8). These emergency procedures shall include hard copy templates for recording customer requests in the event of management/tracking system failure/unavailability.

3.10 **Studies, Analyses, and Planning.** Upon request from the TA, the Contractor shall perform studies, analysis, and planning. These include the analysis and planning components illustrated below.

a. Requirements gathering, analysis, synthesis, evaluation, and management.

b. Development and assessment of solutions and alternatives.

c. Schedule development and analysis.

d. Metrics and performance.

e. Operations and maintenance planning.

f. Capability and standards evaluation and assessments.

g. Training and instructional material studies and planning.

h. Quality assurance and evaluation.

3.11 **Response and Operational Requirements.** The Contractor shall meet all coverage, response, service, routing/escalation, tools and processes, data entry, and reporting requirements, as set forth in this Task Order and as defined in documents referenced in paragraphs 2.5 and 2.10, for which it is responsible or over which it has direct influence. Additionally, the Contractor shall meet the following specific performance requirements:

3.11.1 CRM, Work Acceptance, and Communications. In support of these requirements the Contractor shall:

a. Meet the performance requirements documented in the national work acceptance process in accordance with the document referenced in paragraph 2.5.

3.11.2 National Help Desk. To meet the NHD-West performance requirements the Contractor shall:

a. Cover the Help Desk during core business hours and coordinate after-hours response in accordance with the documents referenced in paragraphs 3.5.1 and 3.5.2.

b. Ensure customer callback within 15 minutes outside core-hours. Report to work within two (2) hours when on-site work is required. When reporting to work, charge a minimum 2-hour service charge for all after-hour calls.

c. Respond timely (answering calls, e-mail, web contact, etc.) to customer access attempts, by answering/responding immediately 70% of the time, and by getting back with the customer in 15 minutes, 90% of the time if immediate contact was unavailable.

d. Resolve problems promptly or escalate to Tier 2 or Tier 3 level support staff within 15 minutes.

e. Support customers on first contact in the Tier 1 and Tier 2 areas identified in this PWS 80% of the time or better.

f. Relay urgent requests or those requiring specialized expertise to the appropriate level for resolution within 15 minutes, 90% of the time.

g. Notify work distribution leads for the appropriate product and service area via email, including a read receipt request, immediately upon logging a new work request. Follow up with work distribution leads to ensure initial customer contact is made within two hours of notification.

h. Follow the appropriate processes in accordance with the documents referenced in paragraphs 2.5 through 2.10 and route requests for work correctly according to the product and service delivery guide 98% of the time. This includes assessment of the work type, job size, cost, schedule, criticality, and other features used to determine the WAP flow required.

i. Escalate urgent work requests by notifying the appropriate personnel via email and telephone, and any other means to ensure the required response is initiated.

3.12 **Reporting and Invoicing.** The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as defined by the IT/IM Business Office.

3.13 **Government Furnished Property.** The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a DD1149 for Contractor signature acknowledging receipt. The Contractor shall provide a signed copy of the DD1149 to the GPA and for the task order file.

3.14 **Process for Projects over the $550,000 Threshold.** This task order is limited to individual projects under $550,000 within the scope described herein. Studies, analyses, and/or any customer requests which identify projects valued at or above $550,000 shall be submitted to the Contracting Officer for review of scope and to provide the basis for a separate task order.

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

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000568557
AMOUNT: $200,000.00
CIN 130017924400001: $25,000.00
CIN 130017924400005: $175,000.00

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000568557
AMOUNT: $320,000.00
CIN 130017924400002: $120,000.00
CIN 130017924400004: $200,000.00

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000568557
AMOUNT: $10,000.00
CIN 130017924400003: $10,000.00

AD: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A30000568557
AMOUNT: $5,000.00
CIN 130017924400006: $5,000.00

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and Pt Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   X-Industrial Area
   C-CLPL
   E-Echo Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA and NAVAIR Pt Mugu, Ca

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 through 31Jul 2013

6. Overtime:

   a. No more than 600 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS

Attachment (1) QASP
Attachment (2) DD254 (Sent separately)

Quality Assurance Surveillance Plan

TASK ORDER EVALUATION DATA	
	Task Order No. 0043
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS**
TASK ORDER TO BE EVALUATED TWICE A YEAR	
AWARD FEE FACTORS	
PERFORMANCE 50% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached.	
SCHEDULE 40% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached.	
COST 10% **(weight)**	
COST FACTORS: See attached.	
EVALUATOR (b)6	DATE

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Develop and maintain quality operational desk procedures and documentation. Develop and deliver accurate and timely reports.	See attachment.	• Review and validate contractor documentation and reports
Verify that business development efforts are bringing in new business and that CRM work results in an increased customer base	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor metrics
Customer support is accomplished on first contact 80% of the time for Tier 1 and 2 requirements in this T.O.	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor records/metrics
Accurate and timely routing and escalation of calls is accomplished	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records
Help Desk and IT/IM work management tools are used and documentation is detailed and timely.	See attachment.	• Conduct independent surveys of tool use • Review and validate contractor reports/records
High levels of customer satisfaction are maintained.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

1) Desk procedures and documentation meet the requirements (PWS Sections 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9 3.10, 3.11, 3.12 and 3.13)

Documents Complete:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
At or 80%	0-69%	Unsatisfactory Effort	0%

2) Customer Relationship Management (CRM) (PWS Sections 3.2)

New Work:	Satisfaction Level	Effort Level	Award Fee
110% of CRM cost	130%	Outstanding	96-100%
100% of CRM cost	120-129%	Excellent	91-95%
90% of CRM cost	110-119%	Very Good	86-90%
80% of CRM cost	100-109%	Good Effort	80-85%
70% of CRM cost	90-99%	Average Effort	70-79%
60% of CRM cost	80-89%	Below Average	60-69%
50% of CRM cost	70-79%	Marginal Effort	50-59%
40% of CRM cost or below	0-69%	Unsatisfactory Effort	0%

3) Customer support on first contact (PWS Section 3.7)

First Contract resolution:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
95%	120-129%	Excellent	91-95%
90%	110-119%	Very Good	86-90%
80%	100-109%	Good Effort	80-85%
70%	90-99%	Average Effort	70-79%
60%	80-89%	Below Average	60-69%
50%	70-79%	Marginal Effort	50-59%
At or below 40%	0-69%	Unsatisfactory Effort	0%

4) Accurate and timely routing and escalation (PWS Sections 3.7, 3.9, 3.10 and 3.11)

Accuracy:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

5) Use of tools (PWS Sections 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9 3.10, 3.11, 3.12 and 3.13)

Level/Quality of use:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

6) Customer Satisfaction (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 3.10, and 3.11)

Satisfaction Level:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
98%	120-129%	Excellent	91-95%
96%	110-119%	Very Good	86-90%
95%	100-109%	Good Effort	80-85%
93%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
At or below 80%	0-69%	Unsatisfactory Effort	0%

Performance Objective For Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
Work Acceptance Process metrics are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
NHD response times are met. 70% of calls are immediately answered.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
For calls not answered immediately 90% are called back within 15 minutes.	See attachment.	• Conduct independent surveys Review and validate contractor reports/records/metrics

1) Solutions meet or beat schedule (PWS Sections 3.7, 3.9, 3.10 and 3.11)

Efforts:	Satisfaction Level	Effort Level	Award Fee
Ahead of Schedule 15%	130%	Outstanding	96-100%
Ahead of Schedule 10%	120-129%	Excellent	91-95%
Ahead of Schedule 5%	110-119%	Very Good	86-90%
Schedule met 100%	100-109%	Good Effort	80-85%
Schedule met 95%	90-99%	Average Effort	70-79%
Schedule met 90%	80-89%	Below Average	60-69%
Schedule met 85%	70-79%	Marginal Effort	50-59%
At or below 80%	0-69%	Unsatisfactory Effort	0%

2) Work Acceptance Process (PWS Section 3.1, 3.3, 3.6, 3.7, 3.8, 3.9, 3.10, and 3.11)

Metrics: (of the time)	Satisfaction Level	Effort Level	Award Fee
Surpassed 15%	130%	Outstanding	96-100%
Surpassed 10%	120-129%	Excellent	91-95%
Surpassed 5%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met 95%	90-99%	Average Effort	70-79%
Met 90%	80-89%	Below Average	60-69%
Met 85%	70-79%	Marginal Effort	50-59%
Met or below 80%	0-69%	Unsatisfactory Effort	0%

3) Initial Call Response (PWS Section 3.7)

Immediate Answer:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
90%	120-129%	Excellent	91-95%
80%	110-119%	Very Good	86-90%
70%	100-109%	Good Effort	80-85%
65%	90-99%	Average Effort	70-79%
60%	80-89%	Below Average	60-69%
55%	70-79%	Marginal Effort	50-59%
At or below 50%	0-69%	Unsatisfactory Effort	0%

4) Call Back if immediate contact was unavailable (PWS Section 3.7)

Call Back within 15 minutes:	Satisfaction Level	Effort Level	Award Fee
100% of calls	130%	Outstanding	96-100%
97% of calls	120-129%	Excellent	91-95%
94% of calls	110-119%	Very Good	86-90%
90% of calls	100-109%	Good Effort	80-85%
85% of calls	90-99%	Average Effort	70-79%
80% of calls	80-89%	Below Average	60-69%
75% of calls	70-79%	Marginal Effort	50-59%
At or below 70% of calls	0-69%	Unsatisfactory Effort	0%

Performance Objectives for Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure effective cost control. Un-billable time kept to a minimum.	See attachment.	• Review/validate contractor reports
Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports
Ensure that tasks are matched to appropriate skill levels.	See attachment.	• Review/validate contractor reports

1) Control of Un-billable time (PWS Section 3.1.3)

Unbillable time:	Satisfaction Level	Effort Level	Award Fee
5%	130%	Outstanding	96-100%
10%	120-129%	Excellent	91-95%
15%	110-119%	Very Good	86-90%
20%	100-109%	Good Effort	80-85%
25%	90-99%	Average Effort	70-79%
30%	80-89%	Below Average	60-69%
35%	70-79%	Marginal Effort	50-59%
At or below 40%	0-69%	Unsatisfactory Effort	0%

2) Collection and reporting of cost data (PWS Section 3.1.1, 3.1.2, 3.1.3 and 3.1.4)

Error Rate:	Satisfaction Level	Effort Level	Award Fee
0-1%	130%	Outstanding	96-100%
2%	120-129%	Excellent	91-95%
3%	110-119%	Very Good	86-90%
4%	100-109%	Good Effort	80-85%
5%	90-99%	Average Effort	70-79%
6%	80-89%	Below Average	60-69%
7%	70-79%	Marginal Effort	50-59%
Greater than 7%	0-69%	Unsatisfactory Effort	0%

3) Tasking assigned to appropriate skill levels (PWS Section 3.1.8)

Appropriate Tasking:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
96% or less	0-69%	Unsatisfactory Effort	0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0044	2010 Oct 01	1300179252	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER
DELIVERY/CALL [X] This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE [ ] Reference your quote dated
Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $3,516,914.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		10,330	Hours		$1,144,784.00

IT/IM Operational Support Services

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,144,784.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounitng purposes only TO Management	

CIN: 130017925200001 ACRN AA $25,000.00

PURCHASE REQUEST NUMBER: 1300179252

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102	For Navy Accounting purposes only NTWK Operations	

CIN: 130017925200002 ACRN AB $200,000.00

PURCHASE REQUEST NUMBER: 1300179252

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounting purposes only Config Mgmt	

CIN: 130017925200003 ACRN AB $40,000.00

PURCHASE REQUEST NUMBER: 1300179252

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000104	For Navy Accounting purposes only Eng Arch Spt 4	

CIN: 130017925200004 ACRN AC $50,000.00

PURCHASE REQUEST NUMBER: 1300179252

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000105	For Navy Accounting purposes only Eng Arch Telecf Engr		
CIN: 130017925200005		ACRN AD	$25,000.00

PURCHASE REQUEST NUMBER: 1300179252

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000106	For Navy Accounting purposes only Eng Arch ODC		
CIN: 130017925200006		ACRN AE	$100,000.00

PURCHASE REQUEST NUMBER: 1300179252

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		10,330	Hours		$1,172,177.00

IT/IM Operational Support Services

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,172,177.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		10,330	Hours		$1,199,953.00

IT/IM Operational Support Services

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$1,199,953.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
IT/IM OPERATIONAL SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order 0044
1 October 2010

Applicable Contract SOW paragraphs: 3.1, 3.2, 3.4, 3.5, 3.6, 3.8, 3.10, 3.11, and 3.12

1 **Scope.** The scope of this effort is to acquire non-NMCI operational support services to support the delivery of Information Technology/Information Management (IT/IM) products and services at the Naval Air Warfare Center Weapons Division (NAWCWD). The effort requires this support be provided for both NAWCWD specific and NAVAIR-wide products and services.

1.1 Task Order Relationships. For FY08, the IT/IM Department has established five Task Orders to better support the primary product areas while keeping Task Order and business operations manageable. These five Task Orders shall support each other seamlessly in order to provide IT/IM customers with an integrated set of products and services to meet their needs.

a. This Task Order provides IT Compliance support, IT/IM business and financial support, data handling and management, technical writing, enterprise architecture/engineering, and infrastructure support as requested.

b. Task Order 0043 provides the IT/IM product and service delivery mechanisms that interface directly with the customer to intake work, support the management of delivery processes, and/or provide direct customer technical support.

c. Task Order 0045 supports the areas of software development, application integration, and related services for both corporate financial systems and customer specific systems.

d. Task Order 0046 provides IT/IM Information Assurance support.

e. Task Order 0047 provides complex technical services for server operations and application hosting.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the applicable documents.

2.1 IT/IM National Work Acceptance Process
2.2 Product and Service POC listing
2.3 Fee for Service Model
2.4 Administrative/Financial Desk Book Procedures, dated August 1999
2.5 Corporate Computing Facility (CCF) Policies and Procedures Manual
2.6 Corporate Business and Financial Systems Desk Guide
2.7 MIL-HDBK-61A dated 7 February 2001
2.8 Desk Procedures for Toll Bill Processing/Invoice Processing
2.9 Desk Procedures for Calling Card Maintenance and Distribution
2.10 NAVCOMPT Form 2061, Utility-Invoice Certification
2.11 DD Form 428, Communications Service Authorization Form (CSA)
2.12 Communications Work Order (CWO) My Soft web application form
2.13 NAWCWD Cost Redistribution Accounts (CRAs) Guidelines
2.14 Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Revision 1, October 1999
2.15 Department of Defense Office of General Counsel, Ethics Issues in Government-Contractor Teambuilding
2.16 DOD 8570.1M Information Assurance Workforce Improvement Program Manual

3 Performance Requirements.

3.1 **General**. Travel, training and overtime may be required in support of this task order. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1 Task/Work Initiation. Upon issuance of this Task Order, the Contractor shall perform the functions outlined in this Task Order; all other work to be performed under this Task Order shall be initiated through a work request or trouble call, or a signed IT/IM product and service level agreement.

3.1.2 Work Requests. The Contractor shall initiate all work requests, including internal and external requests, under this Task Order through the National Help Desk (NHD)-West work acceptance process. The Contractor shall use the IT/IM product and service management tools to document, track, and report customer support efforts for all functional areas covered by this Task Order.

3.1.3 Funding and Charging. The Contractor shall implement the fee-for-service model defined in the document referenced in paragraph 2.3. This Task Order performs services that are funded/paid for in three different ways:

a. Corporate products and services that are paid for by funding allocated to the IT/IM Department (Corporate Funded).

b. Corporate products and services that are paid for by customers through an indirect direct product account (IDPA) mechanism (Fee-For- Service).

c. Customer requested services paid for by the customer directly (Fee-For-Service).

This PWS outlines in each requirement area, the type of service that is provided. Additionally, in operating the Task Order, the Contractor shall identify tasks that are billable or un-billable.

d. Billable: Work is directly billable to an IT/IMD project, fee-for-service IDPA, or customer.

e. Un-billable: Work is not directly chargeable and is paid for by the Task Order IDPA through the use of a fee that is added to the cost of the products and services that are funded. Un-billable is defined as:

(1) Time that supports the administration and execution of the Task Order work but does not directly provide a product or service to the corporation or customers, and is part of doing business.

(2) Time spent developing or improving processes, generating documentation, attending meetings, and obtaining training and/or travel, which is not specifically attributable to an individual competency or customer requirement, and is requested via work order.

(3) Time considered downtime as the result of no funded work to charge.

The Contractor shall keep Un-billable downtime to a minimum as defined in the Task Order evaluation criteria.

3.1.4 Task Order Reports. The Contractor shall provide business/financial reporting specific to this Task Order as requested by the Technical Assistant (TA)/Alternate Technical Assistant (ATA) including the Revenue and Expense report delivered monthly, and the following reports provided as requested: All Estimate Reports by Embedded Analyst; all estimate reports by work order lead; At risk billable work orders; At risk un-billable work orders; Division total hours; Division revenue vs. non-revenue; Division detail non-labor. The reports will be work order driven by the TA/ATA.

3.1.5 Leadership. The Contractor's management and business processes shall support successful execution of all tasks associated with this Task Order. Success will be measured by adherence to the cost, schedule, and performance elements.

3.1.6 Teaming Efforts. The Contractor shall team with Government personnel in using the Integrated Product Team (IPT) concept to address efforts and projects related to this Task Order (document referenced in 2.14 and 2.15). The Contractor's participation as a team member shall be governed by the guidance provided in the document referenced in paragraph 2.14. Additionally, the Contractor shall adhere to the guidance cited in the document referenced in paragraph 2.15, ensuring that they understand and follow statutory and regulatory restrictions and standards of conduct issues faced when close working relationships, such as IPTs, are required. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.7 Team Meetings. All members of the Task Order team(s) shall attend meetings as required and feasible. The Contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The Contractor shall take and distribute notes, and track action items that result from these meetings. The Contractor shall e-mail (or use other media as agreed to by the team) the meeting notes same or next workday to the TA/ATA, and all attendees.

3.1.8 Expertise and Knowledge. The Contractor shall:

a. Provide personnel with the skills needed to meet the requirements defined in this Task Order.

b. Assign team members based on complementary expertise and skills, not on availability to ensure the right people are assigned to the team.

c. Ensure that all personnel assigned to this Task Order are provided with an orientation covering the IT/IM's current mission and business, future strategies and plans, as well as those of our customers.

f. Remain current in their functional areas of expertise and evolving technologies.

g. Provide training to contractor workforce or government personnel at the Contractor's facility or other agreed upon location.

3.1.9 Products and Services Delivery. Current processes and procedures are incorporated in the documents referenced in Section 2 procedural documents/desk guides. The Contractor shall follow these processes while continually striving to optimize performance. As more efficient processes and procedures are identified and developed, the Contractor shall customize, update and develop new Section 2 procedural documents and desk guides to ensure optimal, coordinated, services for all functional areas. The Contractor shall submit updates to the TA for review and approval within one week.

3.1.10 Work Hours. For purposes of this Task Order, core work hours are defined as 0600 to 1800 hours, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. Contractor employee work schedules may be agreed to by the individual functional areas for corporate tasks; individual customer work requests or customer agreements may define alternate work schedules. Contractor Section Manager may authorize critical functions to be performed during non-core hours at work locations or alternate locations as deemed appropriate – especially in instances where emerging requirements demand such attention. These instances may or may not include tasking while on travel plus may or may not include overtime. Any Contractor employees requesting to have regular scheduled work time outside of core hours and at alternate locations must have TA/ATA authorization.

3.1.11 Task Order Documentation. The Contractor shall post all required documentation on the Government's server. The Contractor shall notify by email the TA and Government Team Lead when documents are posted.

3.1.12 Project Management. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Project management shall be applied to all projects that result from the complex level of service designation identified in the referenced document in paragraph 2.1 and any others at risk of failure if they are not rigorously managed. Embedded support may not require the adoption of rigorous project management discipline unless explicitly referenced in the corresponding Service Level Agreement (SLA).

3.1.13 Work Planning. Upon receipt of work requests and in accordance with the document referenced in paragraph 2.1, the Contractor shall:

a. Follow and/or support the NAVAIR National Work Acceptance Process (WAP) to define, document, and communicate the various aspects of the effort.

b. Support the development and use of Basic Level of Service (BLS) planning processes and documents. Versions must be approved by the TA or ATA.

3.1.14 Vehicles. The Contractor shall:

a. Lease vehicle(s) to support the requirements of this PWS as requested by the COR or TA/ATA. The Contractor employees shall:

(a) Maintain a valid California driver's license.

(b) Perform all required vehicle maintenance and repairs (including vehicle smog checks).

(c) Use the most cost-effective/economical means available to fuel the vehicles (using the Government fuel farm via fleet card submitted to Government for payment once per month or Contractor's negotiated local gas station).

(d) Maintain insurance coverage to include the vehicles and Contractor employees driving the vehicles (IAW basic contract FAR 52.228-7).

(e) Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Contractor leased vehicles.

(f) Be required to lease and register one (1) leased vehicle in the Contractor's name. Title shall remain with the leasing company while registration and insurance is the Contractor's responsibility.

b. Upon approval of the Contracting Officer, COR, and TA, replace an inoperative vehicle, as needed to meet the daily requirements of this PWS.

c. Contractor personnel may be required to operate Government-owned vehicles, when available, "on-base" while performing tasks under this PWS. To operate a USN vehicle, the contractor shall:

(a) Maintain a valid California driver's license.

(b) Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

(c) Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.1.15 Security. The Contractor shall meet all security requirements related to personnel, physical, communications, and information assurance as required by the basic contract and by this Task Order, and additionally:

a. Fully support the IT/IM Information Assurance Officer (IAO) in the performance of IA requirements including reporting, managing, and securing all IT assets/elements under the scope of this Task Order.

b. Obtain COMSEC certification for all personnel and maintain security awareness and support for all IT communications efforts under the scope of this Task Order.

c. Task Order personnel shall complete mandatory security related training required of DoD employees such as Personnel Security, Information Assurance, Anti Terrorism, Privacy Act, and others as required by the TA/ATA.

3.2 **Data Handling and Management**. The Contractor shall perform data handling services tasking, as identified in the basic contract, for a variety of products.

3.3 **NAWCWD Communications Infrastructure.** The IT/IM Department is responsible for supporting various communications infrastructures at NAWCWD. These infrastructure responsibilities fall into several categories: 1) Head End systems, 2) Base Area Network (BAN) support, 3) Local Area Network (LAN) support, and telecommunications infrastructure support. All of the infrastructure work on this Task Order will be driven via a work order to the IT/IM National Help Desk West (NHD-West).

3.3.2 Improvement and Modernization (I&M). The contractor shall perform all aspects of I&M of customer and corporate wireless voice, video and data communication systems (Head End, WAN, BAN and LAN when funded and requested). The general requirements for I&M include:

a. Requirements Gathering and Analysis
b. Project Planning
c. Trade-off Studies
d. Systems Engineering
e. Design Development
f. Procurement
g. Installation
h. Documentation
i. Testing
j. Quality Assurance
k. Training (if required)
l. Transition to Operations
m. Security & customer coordination

3.3.3 Head End Operations. Head Ends are overall systems functioning as the security perimeter for the NAWCWD networks and the element that provides a variety of network services/environments. The network services provided by the component systems are Exterior and Interior Border Router Access Lists, Firewall Services, Domain Name Services, Windows Domain Authentication Services, Client Automated Virus and Patch Services and De-Militarized Zone (DMZ) Services for Servers. The Head End systems consist of the following equipment: Firewalls, Interior Border Router, Exterior Border Router, DNS Server/s, and DMZ equipment, Windows Authentication Server/s, Client Virus and Patch Servers. In support of the administration, operations, maintenance, and repair of Head Ends located at China Lake and Point Mugu, the Contractor shall perform the following:

a. Administer, operate, maintain, and repair the Head Ends located at China Lake and Point Mugu. Maintenance and repair may include the procurement of equipment and software along with some engineering support to maintain operations of the infrastructure.

b. Operate and maintain existing hardware and software, and recommend upgrades and enhancements required to maintain Head End stability. Support Government requirements to update and or replace components requiring improvement.

c. Immediately respond to all Information Assurance Vulnerability Alerts (IAVAs) as well as all security patches and directives from local Code 7.2, 7.2.6, and AIR 7.2.6. Work orders will be the primary tasking vehicle and will be generated detailing specific requests for support; however, in critical situations the work order may follow a request for action. It is important to note that the intent here is to keep the Head End systems as static as possible until decommissioning occurs. Firewall rule support as well as Access list support will be required to directly support IA posture and the decommissioning process.

d. Coordinate with IT/IM management in the development, implementation and operation of the Head Ends including administration, operations, monitoring, upgrades, and repairs.

3.3.4 Base Area Network (BAN) Operations. In support of the administration, operations, maintenance, and repair of the NAWCWD BANs (China Lake and Point Mugu) the Contractor shall:

a. Respond to requests submitted via work order to support the operations, maintenance, and repair of the BANs located at China Lake and Point Mugu. This support encompasses the routers, switches, hubs and associated infrastructure components (including fiber optic cabling and passive infrastructure equipment), in order to maintain operations of the primary backbone.

b. Secure replacement hardware, software and infrastructure components via procurements, and provide engineering services as required to effect repairs or upgrades.

c. Ensure that all BAN planned maintenance, repairs, and/or downtime occurs during the NAVAIR Maintenance window (third Friday of every month between the hours of 2000 - 0400 hours PST). Minimum Maintenance Windows occur every Wednesday between the hours of 1700- 2000 hours, and are for jobs affecting small groups, and immediate requirements can be worked immediately once the Government has been notified.

d. Provide operations and maintenance during both core and non-core hours. (Core hours are defined as 0600 to 1800 hours PST. Non-core hours are defined as 1801 hrs to 0559 hours PST).

e. Response times for core hours shall be one hour. Response times for non-core hours shall be two-hours. Response times are defined as arrival at the problem location ready to work.

3.3.5 Local Area Network (LAN) Support. In support of the administration, operations, maintenance, and repair of the NAWCWD LANs (China Lake and Point Mugu) the Contractor shall:

a. Respond to requests submitted via work order to support the operations, maintenance, and repair of customer LANs located at China Lake and Point Mugu. This support encompasses the routers, switches, hubs and associated infrastructure components (including fiber optic cabling and passive infrastructure equipment), in order to maintain operations of the local area networks.

b. Secure replacement hardware, software and infrastructure components via procurements, and provide engineering services as required to effect repairs or upgrades.

c. Provide operations and maintenance during both core and non-core hours. (Core hours are defined as 0600 to 1800 hours PST. Non-core hours are defined as 1801 hrs to 0559 hours PST).

d. Response times for core hours shall be one hour. Response times for non-core hours shall be two-hours. Response times are defined as initial contact with the requesting customer.

3.3.6 Configuration Management (CM). The contractor shall document networks/systems including those that are added, physically changed or altered. At a minimum, the contractor shall maintain current CM inventory documentation and include:

a. Site, building, floor, room and room location of the equipment (active and spares);

b. Disposition of failed equipment to include, site, building, floor, room and room location of the equipment. Records will be kept of all excessed equipment;

c. Complete and maintain information for spares, network equipment, test equipment and network I&M assets; and

d. Develop and keep current a data base of all Corporate Fiber Optic cables denoting the usage of each strand (NMCI, RDT&E, spares, etc.).

3.4 **Information Assurance Services.** The Contractor shall perform technical and administrative information assurance (IA) support including: system scanning and hardening; patch and virus software installation and upgrades; system administrator IA functions; information assurance officer (IAO) services; and certification and accreditation support in accordance with the documents referenced in the Basic Contract Statement of Work.

3.5 **Technical Writing.** The Contractor shall perform technical writing and documentation support including:

a. Studies, analyses, and assessment documentation;

b. Planning and project management documentation;

c. Publications and articles;

d. Technical documentation including system documentation and user manuals;

e. Meeting agendas, notes, and related documents;

f. Process and procedure documentation;

g. Other documentation as requested.

3.6 **IT Compliance Support.** The Contractor shall provide support for the IT compliance processes for systems, networks, and applications; consisting of the preparation and submission of the required documentation. Additionally, these services will include assistance in defining product and service levels/metrics, tracking and reporting processes, and modifications/updates as required.

3.7 **Architecture and Engineering.** The NAVAIR IT/IM organization has established a Chief Information Officer Level Enterprise Architecture (EA) effort, as well as the IT/IM Engineering and Enterprise Architecture Division to ensure architectures are developed to guide the assessment, selection, and development of interoperable/integrated IT systems, components, and services. Additionally, these organizations are responsible for IT engineering support for the planning, development, and implementation of all IT/IM projects and activities across the IT/IM Department. Engineering services include project consultation/assistance and the selection and deployment of processes and tools to increase the level of discipline in engineering/development efforts.

3.7.1 Enterprise Architecture. In support of the NAVAIR Enterprise Architecture efforts, the Contractor shall:

a. Develop current and future state models of the business, information, application, technical, and other architecture components.

b. Develop/review documents and other deliverables in support of the NAVAIR WD and National NAVAIR EA teams to assist in the development of WD and National EA principles, strategies, and architectural processes.

c. Implement these National and local strategies, plans, and efforts to effect EA objectives.

3.7.2 Engineering/Development Standards. The Contractor shall perform the following types of engineering/development support activities, which include:

a. Development of engineering processes, tools, and systems for use in delivering IT/IM products and services.

b. Analysis, selection, and deployment of software engineering processes and standards, such as Software Engineering Institute Capability Maturity Models, ISO 9000, and others.

c. Project engineering support services.

d. Engineering consultation services to ensure projects/initiatives comply with Navy and NAVAIR standards and principles.

3.8 **Response and Operational Requirements.** The Contractor shall meet the following performance requirements:

3.8.1 NAWCWD Infrastructure

a. Ensure that all Head End planned maintenance and/or downtimes occur during the NAVAIR Maintenance window (third Friday of every month 2000 - 0400 hours PST). Minimum Maintenance Windows occur every Wednesday between 1700 - 2000 hours, and are for jobs affecting small groups, and support immediate requirements that can be worked once the Government has been notified.

b. Provide operations and maintenance during both core and non-core hours. Core hours are defined as 0600 – 1800 hours PST. Non-core hours are defined as 1801 to 0559 hours PST.

c. Response times for core hours shall be one hour. Response times for non-core hours shall be two-hours. Response times are defined as arrival at the problem location ready to work.

3.9 **Video Teleconferencing (VTC) services.** Telecommunications and Modernization Support in accordance to the NAVAIR Video Roadmap as Part of the NAVAIR National Audio Video requirements: The Contractor shall:

a. Perform engineering, design, technical requirements gathering, procurement and installation of Video Teleconferencing systems to include system upgrades and new installation up to the transition to Task Order 0047 for operations and maintenances.

b. Develop procedures and other documentation required to ensure personnel across this task order are able to perform the function when the need arises. Develop documentation for customers to allow for smooth operation of their systems. Maintain a current listing of all VTC systems across NAWCWD.

3.10 **Subtask Reporting and Invoicing.** The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as defined by the IT/IM Business Office.

3.11 **Government Furnished Property.** The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a DD1149 for Contractor signature acknowledging receipt. The Contractor shall provide a signed copy of the DD1149 to the GPA and for the task order file.

3.12 **Process for Projects over the $550,000 Threshold.** This task order is limited to individual projects under $550,000 within the scope described herein. Studies, analyses, and/or any customer requests which identify projects valued at or above $550,000 shall be submitted to the Contracting Officer for review of scope and to provide the basis for a separate task order.

3.13 **Non-Disclosure.** Contractors supporting and billing to this task order shall sign a non-disclosure agreement.

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

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000568509
AMOUNT: $25,000.00
CIN 130017925200001: $25,000.00

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000568509
AMOUNT: $240,000.00
CIN 130017925200002: $200,000.00
CIN 130017925200003: $40,000.00

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000568509
AMOUNT: $50,000.00
CIN 130017925200004: $50,000.00

AD: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A30000568509
AMOUNT: $25,000.00
CIN 130017925200005: $25,000.00

AE: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A40000568509
AMOUNT: $100,000.00
CIN 130017925200006: $100,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and NAVAIR Pt Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   X-Industrial area
   C-CLPL
   E-Echo Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 through 31 July 2013

6. Overtime:

   a. No more than 690 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (sent separately)

QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)/TASK ORDER EVALUATION DATA	
	Task Order No. 0044
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS**
TASK ORDER TO BE EVALUATED TWICE A YEAR	
AWARD FEE FACTORS	
PERFORMANCE 40% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached.	
SCHEDULE 40% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached.	
COST 20% **(weight)**	
COST FACTORS: See attached.	
EVALUATOR (b)6	DATE 5 Aug 2010

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Develop and maintain quality operational desk procedures and documentation. Develop and deliver accurate and timely reports.	See attachment.	• Review and validate contractor documentation and reports
Meet operations and maintenance requirements identified in the T.O.	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor metrics
Accurate and timely routing and escalation of calls is accomplished	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records
Help Desk and IT/IM work management tools are used and documentation is detailed and timely.	See attachment.	• Conduct independent surveys of tool use • Review and validate contractor reports/records
High levels of customer satisfaction are maintained.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
All Configuration Management tasks are maintained	See attachment	• Conduct independent surveys • Review and validate contractor reports/records/metrics
All Enterprise Architecture tasks are completed and all related documentation is detailed and timely	See attachment	• Conduct independent surveys • Review and validate contractor reports/records/metrics

1) Desk procedures and documentation meet the requirements (PWS Sections 3.1.9, 3.1.15, 3.2, 3.3, 3.5, 3.7, and 3.8)

Complete:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

2) Operations and maintenance meet the requirements (PWS Sections 3.3, 3.4, 3.6 and 3.7)

Downtime:	Satisfaction Level	Effort Level	Award Fee
1%	130%	Outstanding	96-100%
1.5%	120-129%	Excellent	91-95%
2%	110-119%	Very Good	86-90%
2.5%	100-109%	Good Effort	80-85%
3%	90-99%	Average Effort	70-79%
3.5%	80-89%	Below Average	60-69%
4%	70-79%	Marginal Effort	50-59%
4.5% or above 96%	0-69%	Unsatisfactory Effort	0%

3) Accurate and timely routing and escalation (PWS Sections 3.1.9, 3.2, 3.3, 3.4, 3.6, 3.8 and 3.9)

Accuracy and timeliness:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

4) Use of tools (PWS Sections 3.1.2, 3.1.4, 3.1.9, 3.1.15, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)

Level/Quality:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

5) Customer Satisfaction (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)

Satisfaction Level:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
98%	120-129%	Excellent	91-95%
96%	110-119%	Very Good	86-90%
95%	100-109%	Good Effort	80-85%
93%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
At or below 80%	0-69%	Unsatisfactory Effort	0%

6) Installation and Configuration Management procedures and documentation meet the requirements (PWS Sections 3.3, 3.3.2, 3.3.3., 3.3.4, 3.3.5 and 3.3.6

Complete:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

7) Project Management AND Enterprise Architecture and work planning execution meet the requirements (PWS Sections 3.1.12 ,3.1.13 and 3.7)

Tasking Complete:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

Performance Objective For Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
Work Acceptance Process metrics are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

1) Solutions meet or beat schedule (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)

% of Efforts Met:	Satisfaction Level	Effort Level	Award Fee
Ahead of Schedule 15%	130%	Outstanding	96-100%
Ahead of Schedule 10%	120-129%	Excellent	91-95%
Ahead of Schedule 5%	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

2) Work Acceptance Process (PWS Section 3.1.9, 3.1.15, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)

% of time Metrics Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed 15%	130%	Outstanding	96-100%
Surpassed 10%	120-129%	Excellent	91-95%
Surpassed 5%	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

Performance Objectives for Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure effective cost control. Un-billable time kept to a minimum.	See attachment.	• Review/validate contractor reports
Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports
Ensure that tasks are matched to appropriate skill levels.	See attachment.	• Review/validate contractor reports

1) Control of Un-billable time (PWS Section 3.1.3): This metric applies to only billable functions and excludes functions that are inherently non-revenue generating.

Un-billable time at:	Satisfaction Level	Effort Level	Award Fee
5%	130%	Outstanding	96-100%
10%	120-129%	Excellent	91-95%
15%	110-119%	Very Good	86-90%
20%	100-109%	Good Effort	80-85%
25%	90-99%	Average Effort	70-79%
30%	80-89%	Below Average	60-69%
35%	70-79%	Marginal Effort	50-59%
At or above 40%	0-69%	Unsatisfactory Effort	0%

2) Collection and reporting of cost data (PWS Section 3.1.1, 3.1.2, 3.1.3, 3.1.4)

Error Rate:	Satisfaction Level	Effort Level	Award Fee
1%	130%	Outstanding	96-100%
2%	120-129%	Excellent	91-95%
3%	110-119%	Very Good	86-90%
4%	100-109%	Good Effort	80-85%
5%	90-99%	Average Effort	70-79%
6%	80-89%	Below Average	60-69%
7%	70-79%	Marginal Effort	50-59%
Greater than 7%	0-69%	Unsatisfactory Effort	0%

3) Tasking assigned to appropriate skill levels (PWS Section 3.1.8)

Tasking Appropriate:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or less than 96%	0-69%	Unsatisfactory Effort	0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0045	2010 Oct 01	1300179035-0001	

6. ISSUED BY CODE N68936

CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY

NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141

NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar

Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $7,662,177.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP NO. | 29. DO VOUCHER NO. | 30. INITIALS

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0001		31,880	Hours	$2,464,720.00

IT/IM software development support serv

CPAF - In accordance with section C performance work statement. This task order is severable

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$2,464,720.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting purposes only APP TO Management	

CIN: 130017903500001 ACRN AA $25,000.00

PURCHASE REQUEST NUMBER: 1300179035-0001

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102	For Navy Accounting purposes only APP Developer 1	

CIN: 130017903500002 ACRN AB $75,000.00

PURCHASE REQUEST NUMBER: 1300179035-0001

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounitng purposes only APP Developer 4	

CIN: 130017903500003 ACRN AC $65,000.00

PURCHASE REQUEST NUMBER: 1300179035-0001

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000104	For Navy Accounting purposes only APP Financial Develop	

CIN: 130017903500004 ACRN AD $275,000.00

PURCHASE REQUEST NUMBER: 1300179035-0001

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000105	For Navy Accounting purposes only APP Migration Develop		
CIN: 130017903500005		ACRN AE	$575,000.00

PURCHASE REQUEST NUMBER: 1300179035-0001

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000106	For Navy accounting purposes only Proj Management		
CIN: 130017903500006		ACRN AF	$55,000.00

PURCHASE REQUEST NUMBER: 1300179035-0001

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000107	For Navy Accounting purposes only Platform Analysis		
CIN: 130017903500007		ACRN AF	$30,000.00

PURCHASE REQUEST NUMBER: 1300179035-0001

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000108	For Navy Accounting purposes only APP Subscription		
CIN: 130017903500008		ACRN AG	$20,000.00

PURCHASE REQUEST NUMBER: 1300179035-0001

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000109	For Navy Accounting purposes only FAM Support		
CIN: 130017903500010		ACRN AF	$40,000.00

PURCHASE REQUEST NUMBER: 1300179035-0001

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000110	For Navy Accounting purposes only App Collaboration Support		
CIN: 130017903500011		ACRN AJ	$30,000.00

PURCHASE REQUEST NUMBER: 1300179035-0001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0002		31,880	Hours	$2,553,644.00

IT/IM software development support serv

CPAF - In accordance with section C performance work statement. This task order is severable

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$2,553,644.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	AMOUNT
0003		31,880	Hours	$2,643,813.00

IT/IM software development support serv

CPAF - In accordance with section C performance work statement. This task order is severable

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$2,643,813.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
IT/IM SOFTWARE DEVELOPMENT SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order 0045
1 October 2010

Applicable Basic Contract SOW paragraphs: 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, and 3.11

1 **Scope.** The scope of this effort is to acquire software support services to support the delivery of Information Technology/Information Management (IT/IM) products and services at the Naval Air Warfare Center Weapons Division (NAWCWD). The effort requires this support be provided for specific NAWCWD product lines as well as Naval Air Systems Command (NAVAIR-wide) services. These support services include software development and related efforts as defined in Section 3.

1.1 Task Order Relationships. For FY11- FY13 (July 31, 2013), the IT/IM Department has established five Task Orders to better support the primary product areas while keeping Task Order and business operations manageable. These five Task Orders shall support each other seamlessly in order to provide IT/IM customers with an integrated set of products and services to meet their needs.

a. This Task Order supports the areas of software development, application integration, and related services for both corporate financial systems and customer specific systems.

b. Task Order 0043 provides the IT/IM product and service delivery mechanisms that interface directly with the customer to intake work, support the management of delivery processes, and/or provide direct customer technical support.

c. Task Order 0044 provides IT Compliance support, IT/IM business and financial support, data handling and management, telephone billing, technical writing, enterprise architecture/engineering, and legacy infrastructure support as requested.

d. Task Order 0046 provides IT/IM Information Assurance support.

e. Task Order 0047 provides complex technical services for server operations and application hosting.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the applicable documents.

2.1 Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Revision 1, October 1999
2.2 Department of Defense Office of General Counsel, Ethics Issues in Government-Contractor Teambuilding
2.3 NAVAIR National Work Acceptance Process, March, 2004
2.4 IT/IM Product and Service Point of Contact Listing
2.5 Fee for Service Model
2.6 System Administrator Responsibilities document (enclosure (1) System Administrator Appointment Request Letter))
2.7 Project Management Processes
2.8 Configuration Management Plan
2.9 Software Development Processes

3 **Performance Requirements.**

3.1 General. Travel, training and overtime may be required in support of this task order. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1 Work Requests. The Contractor shall initiate all work requests, including internal and external requests, under this task order through the National Help Desk (NHD)-West work acceptance process. The Contractor shall use the IT/IM product and service management tools to document, track and report customer support efforts for all functional areas covered by this task order.

3.1.2 Funding and Charging. The Contractor shall implement the fee-for-service model defined in the document referenced in paragraph 2.5. This Task Order performs services that are funded/paid for in three different ways:

a. Corporate products and services that are paid for by funding allocated to the IT/IM Department (Corporate Funded).

b. Corporate products and services that are paid for by customers through an indirect direct product account (IDPA) mechanism (Fee-For-Service).

c. Customer requested services paid for by the customer directly (Fee-For-Service).

This PWS outlines in each requirement area the type of service that is provided. Additionally, in operating the Task Order, the Contractor shall identify tasks that are billable or Un-billable.

d. Billable: Work is directly billable to an IT/IMD project, fee-for-service IDPA, or customer.

e. Un-billable: Work is not directly chargeable and is paid for by the Task Order IDPA through the use of a fee that is added to the cost of the products and services that are funded. Un-billable is defined as:

(1) Time that supports the administration and execution of the Task Order work but does not directly provide a product or service to the corporation or customers, and is part of doing business.

(2) Time spent developing or improving processes, generating documentation, attending meetings, and obtaining training and/or travel, which is not specifically attributable to an individual competency or customer requirement, and is requested via work order.

(3) Time considered downtime as the result of no funded work to charge.

The Contractor shall keep Un-billable downtime to a minimum as defined in the Task Order evaluation criteria.

3.1.3 Business Reports. The Contractor shall provide business/financial reporting specific to this task order as requested by the Technical Assistant (TA)/Alternate Technical Assistant (ATA) including the Revenue and Expense Report delivered monthly, and the following reports provided on a weekly basis: All Estimate Report by Work Order; All Estimate Report by Work Order Lead; At Risk Billable Work Orders; At Risk Un-billable Work Orders; Division Total Hours; Division Revenue vs. Non-Revenue; Division Detail Non-Labor.

3.1.4 Leadership. The Contractor's management and business processes shall support successful execution of all tasks associated with this task order. Success will be measured by adherence to the cost, schedule, and performance elements.

3.1.5 Teaming Efforts. The Contractor shall team with Government personnel by using the Integrated Product Team (IPT) concept to address efforts and projects related to this task order. The Contractor's participation as a team member shall be governed by the guidance provided in the document referenced in paragraph 2.1. Additionally, the Contractor shall adhere to the guidance cited in the document referenced in paragraph 2.2, ensuring that they understand and follow statutory and regulatory restrictions and standards of conduct issues faced when close working relationships, such as IPTs, are required. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.6 Team Meetings. All members of the Task Order team(s) shall attend meetings as required. The Contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The Contractor shall take and distribute notes, and track action items that result from these meetings. The Contractor shall e-mail (or use other media as agreed to by the team) the meeting notes same or next workday to the TA, and all attendees.

3.1.7 Expertise and Knowledge. The Contractor shall:

a. Provide personnel with the skills needed to meet the requirements defined in the documents referenced in paragraphs 2.7, 2.8, 2.9 and all other requirements of this task order.

b. Assign team members based on complementary expertise and skills, not on availability, to ensure the right people are assigned to the team.

c. Assign personnel to this task order that are knowledgeable in the IT/IM's current mission and business, future strategies and plans, as well as those of our customers.

d. Remain current in their functional areas of expertise and evolving technologies.

e. Provide training to or for Government personnel at the Contractor's facility or other agreed upon location.

3.1.8 Products and Services Delivery. Current processes and procedures are incorporated in the documents referenced in paragraphs 2.3, 2.7, 2.8, and 2.9 procedural documents/desk guides. The Contractor shall follow these processes while continually striving to optimize performance. As more efficient processes and procedures are identified and developed, the Contractor shall customize/update and develop new Section 2 procedural documents and desk guides to ensure optimal, coordinated services for all functional areas. The Contractor shall submit updates to the TA for review and approval within one week.

3.1.9 Work Hours/Location. For purposes of this task order, core work hours are defined as 0600 to 1800 hours, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. Contractor employee work schedules shall fall within these hours unless otherwise agreed to by the TA/ATA. These may include alternate work schedules for individual functional area needs for corporate tasks; individual customer work requests, or customer embedded resources. Work locations shall be confined to the Government provided spaces except under special circumstances as agreed to by the TA/ATA.

3.1.10 Task Order Documentation. All required documentation shall be posted on the Government's server. The Contractor shall notify by email the TA and Government Team Lead when documents are posted.

3.1.11 Work Planning. Upon receipt of work requests and in accordance with paragraph 2.3, the Contractor shall:

a. Follow and/or support the NAVAIR National Work Acceptance Process (WAP) to define, document, and communicate the various aspects of the effort.

b. Support the development and use of Basic Level of Service (BLS) planning processes and documents. Versions must be approved by the TA or ATA.

3.1.12 Data Handling and Management. The Contractor shall perform data handling services tasking, as identified in the basic contract, for a variety of products.

3.1.13 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on-Center, when available, while performing task order related support. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7)

c. Meet all requirements of FAR 45, 52.245-1, 52.245-2, 52.245-9 and 52.245-9500 while operating Government vehicles.

3.2 Software Development for Customers. The Contractor shall follow the guidance in the referenced document in paragraph 2.9, and shall:

a. Perform software development functions/efforts that support customers in obtaining products and services from the IT/IM organization, and this Task Order.

b. Follow standard software development practices and existing IT/IM processes and procedures. Refine and update processes and associated guidance/documentation and implement after approval is obtained from the TA/ATA.

c. Ensure all applicable Information Assurance requirements are identified and implemented as software and systems are developed/implemented.

3.2.1 Software Development for Customers' Project/Types. Software development projects vary in size, complexity, and in the technologies/products used as described below

a. The contractor shall support low to mid level/complexity efforts including the planning and development of simple applications and databases using tools/products such as Microsoft Access, HTML, SQL, ASP, Cold Fusion, XML, ASP.Net, JAVA, Crystal Reports and VB. The scope and complexity of these projects are relatively modest and require minimal to moderately extensive planning and execution efforts. eRoom sites, small web sites, and enhancements to existing applications of a non-complex nature fall into this category.

b. The contractor shall support high level/complexity efforts including the planning and development of complex applications and databases using tools/products such as Oracle, J2EE, JAVA, and Informatica. The scope and complexity of these projects is complex and require extensive planning and execution efforts.

3.2.2 Software Development Life Cycle Support for Customers. The Contractor shall apply Life Cycle principles to all software developed.

a. Software Testing for Customers. The Contractor shall follow Industry best practices and existing IT/IM procedures in the testing of software developed under this Task Order. The goal of testing is to identify the correctness, completeness, and quality of developed software. Common quality attributes include functionality, usability, reliability, stability, portability, and maintainability.

b. Configuration Management for Customers. The Contractor shall follow Industry best practices for configuration management (CM) under this Task Order. CM shall be performed for each project, and the level of effort/application of CM shall be based on the size and complexity of the effort. The CM software tool, format, and media shall be agreed to by the integrated product team (IPT) or by individual customers. CM shall be preceded by project management (planning and business decisions by the team) and followed with continual quality assurance, i.e., validation and verification. CM practices shall be followed for such activities as: (1) requirements management; (2) change management; (3) data handling/data management; (4) document control; (5) architecture and standards, documents and data; (6) business; and (7) other Corporate and customer-defined activity. Contractor processes must accommodate change, maintain documentation in near real-time, a history record, and provide for verification and validation of data. These processes shall encompass all facets of the teams' activities such as, for example: change control, access

control, data storage, and documentation approval process. All data shall reside on a Government network server accessible by all members of the IPT and shall remain the property of the Government.

3.2.3 Project Management for Customers. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Project management shall be applied to all projects that result from the complex level of service designation identified in the referenced document in paragraph 2.7, and any others at risk of failure if they are not rigorously managed.

3.3 Software Development for Business/Financial. The Contractor shall follow the guidance in the referenced document in paragraph 2.9, and shall:

a. Perform software development functions/efforts that support customers in obtaining products and services from the IT/IM organization, and this Task Order.

b. Follow standard software development practices and existing IT/IM processes and procedures. Refine processes and associated guidance/documentation and implement after approval is obtained from the TA/ATA.

c. Ensure all applicable Information Assurance requirements are identified and implemented as software and systems are developed/implemented.

3.3.1 Software Development for Business/Financial Project Types. Software development projects vary in size, complexity, and in the technologies/products used. The Contractor shall support the following project/effort types:

a. Low to mid level/complexity efforts including the planning and development of simple applications and databases using tools/products such as Microsoft Access, HTML, SQL, ASP, Cold Fusion, XML, ASP.Net, JAVA, Crystal Reports and VB. The scope and complexity of these projects are relatively modest and require minimal to moderately extensive planning and execution efforts. eRoom sites, small web sites, and enhancements to existing applications of a non-complex nature fall into this category.

b. High level/complexity efforts include the planning and development of complex applications and databases using tools/products such as Oracle, J2EE, JAVA, Business Objects and Informatica. The scope and complexity of these projects is complex and require extensive planning and execution efforts.

3.3.2 Software Development Life Cycle Support for Customers. The Contractor shall apply Life Cycle principles to all software developed.

a. Software Testing for Business/Financial. The Contractor shall follow Industry best practices and existing IT/IM procedures in the testing of software developed under this Task Order. The goal of testing is to identify the correctness, completeness, and quality of developed software. Common quality attributes include functionality, usability, reliability, stability, portability, and maintainability.

b. Configuration Management for Business/Financial. The Contractor shall follow Industry best practices for configuration management (CM) under this Task Order. CM shall be performed for each project, and the level of effort/application of CM shall be based on the size and complexity of the effort. The CM software tool, format, and media shall be agreed to by the integrated product team (IPT) or by individual customers. CM shall be preceded by project management (planning and business decisions by the team) and followed with continual quality assurance, i.e., validation and verification. CM practices shall be followed for such activities as: (1) requirements management; (2) change management; (3) data handling/data management; (4) document control; (5) architecture and standards, documents and data; (6) business; and (7) other Corporate and customer-defined activity. Contractor processes shall accommodate change, maintain documentation in near real-time, a history record, and provide for verification and validation of data. These processes shall encompass all facets of the teams' activities such as, for example: change control, access control, data storage, and documentation approval process. The Contractor shall

ensure that all data reside on a Government network server accessible by all members of the IPT. All data shall remain the property of the Government.

3.3.3 Project Management for Business/Financial. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Project management shall be applied to all projects that result from the complex level of service designation identified in the referenced document in paragraph 2.7, and any others at risk of failure if they are not rigorously managed.

3.4 Project and Business Support. The Contractor shall perform project management support, business analysis and reporting support, and other functions required to assist in the planning and execution of software development projects.

3.5 Collaboration Support. The Contractor shall support the analysis, solution selection/proposal support, development, implementation, administration, and operations of NAVAIR and NAWCWD collaboration tools and environments.

3.6 Application and System Support. The Contractor shall perform efforts in support the Navy Functional Area Manager (FAM) process by analyzing customer requirements, supporting the collection and delivery of data for the Department of Navy Application and Database Management System (DADMS), and other tasks required to ensure NAWCWD systems are registered and maintained in the Navy and Department of Defense authoritative data sources (ADS) systems. Additionally, the Contractor shall support the registration and management of systems in the Department of Defense Information Technology Portfolio Repository (DITPR).

3.7 Studies, Analyses, and Planning. Upon request from the TA, the Contractor shall perform studies, analysis, and planning. These include the following analysis and planning components.

a. Requirements gathering, analysis, synthesis, evaluation, and management.

b. Development and assessment of solutions and alternatives.

c. Schedule development and analysis.

d. Metrics and performance.

e. Operations and maintenance planning.

f. Capability and standards evaluation and assessments.

g. Training and instructional material studies and planning.

h. Quality assurance and evaluation.

3.8 Performance Requirements for Software Development. The Contractor shall meet all coverage, response, service, routing/escalation, tools and processes, data entry, and reporting requirements, as set forth in this Task Order and as defined in the documents referenced in paragraphs 2.6, 2.7, and 2.8 for which it is responsible or over which it has direct influence. Additionally, the Contractor shall meet the following specific performance requirements:

a. Project Management - Provide and meet cost and schedule estimate to hours. Report progress and provide regular status to task points-of-contact. Provide mitigation strategies when problems arise. Coordinate tasking with other task functional areas as required.

b. Software Development - Provide and meet cost and schedule estimate to hours. Report progress and provide regular status to task points-of-contact. Provide mitigation strategies when problems arise. Coordinate tasking with other task/functional areas as required.

c. Test - Provide and meet cost and schedule estimate to hours. Report progress and provide regular status to task points-of-contact. Provide mitigation strategies when problems arise. Coordinate tasking with other task/functional areas as required.

d. Configuration Management - Provide and meet cost and schedule estimate to hours. Report progress and provide regular status to task points-of-contact. Provide mitigation strategies when problems arise. Coordinate tasking with other task/functional areas as required.

3.9 Reporting and Invoicing. The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as defined by the IT/IM Business Office.

3.10 Government Furnished Property. The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a DD1149 for Contractor signature acknowledging receipt. The Contractor shall provide a signed copy of the DD1149 to the GPA and for the task order file.

3.11 Process for Projects over the $550,000 Threshold. This task order is limited to individual projects under $550,000 within the scope described herein. Studies, analyses, and/or any customer requests which identify projects valued at or above $550,000 shall be submitted to the Contracting Officer for review of scope and to provide the basis for a separate task order.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT BY	ACCEPT BY
0001	Government	Government
0002	Government	Government
0003	Government	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000566932
AMOUNT: $25,000.00
CIN 130017903500001: $25,000.00

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000566932
AMOUNT: $75,000.00
CIN 130017903500002: $75,000.00

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000566932
AMOUNT: $65,000.00
CIN 130017903500003: $65,000.00

AD: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A30000566932
AMOUNT: $275,000.00
CIN 130017903500004: $275,000.00

AE: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A40000566932
AMOUNT: $575,000.00
CIN 130017903500005: $575,000.00

AF: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A50000566932
AMOUNT: $125,000.00
CIN 130017903500006: $55,000.00
CIN 130017903500007: $30,000.00
CIN 130017903500010: $40,000.00

AG: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A60000566932
AMOUNT: $20,000.00
CIN 130017903500008: $20,000.00

AJ: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A80000566932
AMOUNT: $30,000.00
CIN 130017903500011: $30,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Top Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lakeand Pt Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   C-CLPL
   E-Echo Range
   F-Flight Line
   S-Randsburg Wash
   X-Industrial Area

3. Location of Performance: NAVAIR China Lake, CA and Pt Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 – 31 Jul 2013

6. Overtime:

   a. No more than 1,980 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

7. Applicable documents:

Some or all of the documents stated below may apply and can be found via Google search. If they cannot be found, please advise Billie Carter/Security billie.carter@navy.mil or 939-6523 for a copy.

DoD 5200.1-R Appendix 3 CUI.pdf
SECNAV M-5510.36 DON Information Security Program.pdf
SECNAV M-5510 30 DON Personnel Security Program.pdf
SECNAV M-5239.1 DON IA Program.pdf
OPNAVINST 3432.1 Operations Security.pdf
NAWCWDINST 3432.1A Operations Security.docx

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (sent separately)

QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)/TASK ORDER EVALUATION DATA	
Task Order No. 0045	
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS**
TASK ORDER TO BE EVALUATED TWICE A YEAR	
AWARD FEE FACTORS	
PERFORMANCE 20% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached.	
SCHEDULE 40% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached.	
COST 40% **(weight)**	
COST FACTORS: See attached.	
EVALUATOR (b)6	DATE 9 August 2010

#	Performance Objective For Performance	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
1.1	Develop and maintain quality documentation. Develop and deliver accurate and timely reports.	See attachment.	• Review and validate contractor documentation and reports
1.2	Help Desk and IT/IM work management tools are used and documentation is detailed, timely and accurate.	See attachment.	• Conduct independent surveys of tool use • Review and validate contractor reports/records
1.3	Projects and efforts meet performance requirements identified in proposals and detailed plans. Requirements are documented in a quality manner, understandable and at a testable level.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

1.1) Develop and maintain quality documentation. Develop and deliver accurate and timely reports. (PWS Sections 3.1.3, 3.1.8, 3.1.12, 3.1.13, 3.2, 3.3, 3.4, 3.6 and 3.7)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
98% - 99%	90-99%	Average Effort	70-79%
96% - 97%	80-89%	Below Average	60-69%
94% - 95%	70-79%	Marginal Effort	50-59%
Less than 95%	0-69%	Unsatisfactory Effort	0%

1.2) Help Desk and IT/IM work management tools are used and documentation is detailed, timely and accurate. (PWS Sections 3.1.1, 3.1.2, 3.1.8, 3.2, 3.3, 3.4, 3.6 and 3.7)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
98% - 99%	90-99%	Average Effort	70-79%
96% - 97%	80-89%	Below Average	60-69%
94% - 95%	70-79%	Marginal Effort	50-59%
Less than 95%	0-69%	Unsatisfactory Effort	0%

1.3) Projects and efforts meet performance requirements identified in proposals and detailed plans. Requirements are documented in a quality manner, understandable and at a testable level. (PWS Sections 3.2, 3.3, and 3.4)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met 98% - 99%	90-99%	Average Effort	70-79%
Met 96% - 97%	80-89%	Below Average	60-69%
Met 94% - 95%	70-79%	Marginal Effort	50-59%
Met less than 95%	0-69%	Unsatisfactory Effort	0%

#	Performance Objective For Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
2.1	Provide solutions that result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
2.2	Work Acceptance Process metrics are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics

2.1) Provide solutions that result in the service or product being performed/completed on or ahead of schedule.
(PWS Sections 3.2, 3.3, 3.6 and 3.7)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

2.2) Work Acceptance Process metrics (PWS Section 3.1.8, 3.1.13, 3.6 and 3.7)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

	Performance Objectives for Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
3.1	Projects meet budget identified in proposal and planning documentation	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
3.2	Ensure control over unbillable time.	See attachment	• Review/validate contractor reports
3.3	Ensure control over contract costs are kept to within project costs.	See attachment.	• Review/validate contractor reports
3.4	Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports
3.5	Ensure that tasks are matched to appropriate skill levels/labor categories.	See attachment.	• Review/validate contractor reports

3.1) Projects meet budget identified in proposal and planning documentation. (PWS Section 3.1.3, 3.2, 3.3, 3.6 and 3.7)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

3.2) Control of unbillable time over allotment prescribed by funding type (Section 3.1.2)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

3.3) Control of contract costs to within project costs (Section 3.1.2)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

3.4) Collection and reporting of cost data (PWS Section 3.1.1, 3.1.2, 3.1.3)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%

Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

Cont'd
3.5) Tasking assigned to appropriate skill levels (PWS Section 3.1.7)

Met:	**Satisfaction Level**	**Effort Level**	**Award Fee**
Surpassed by 5%	130%	Outstanding	96-100%
Surpassed by 3-4%	120-129%	Excellent	91-95%
Surpassed by 1-2%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met less than 1-2%	90-99%	Average Effort	70-79%
Met less than 3-4%	80-89%	Below Average	60-69%
Met less than 5-10%	70-79%	Marginal Effort	50-59%
Met less than 10%	0-69%	Unsatisfactory Effort	0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0046	2010 Oct 01	1300179107	

6. ISSUED BY CODE N68936
CDR NAWCWD CODE 254300D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555

7. ADMINISTERED BY *(if other than 6)* CODE
SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY
NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE
SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141
NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER			
	DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar
Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $8,784,126.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.
a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		49,225	Hours		$2,826,750.00

IT/IM Information Assurance Support Serv

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$2,826,750.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting purposes only IAO & SA APPT PRCSS	

CIN: 130017910700001 ACRN AA $40,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000102	For Navy Accounting purposes only TO MGMT	

CIN: 130017910700002 ACRN AB $35,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000103	For Navy Accounting purposes only SSAA CM RPTING	

CIN: 130017910700003 ACRN AA $55,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000104	For Navy Accounting purposes only IA CND G&A	

CIN: 130017910700004 ACRN AA $20,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000105	For Navy Accounting purposes only IA HARDENING		
CIN: 130017910700005		ACRN AC	$25,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000106	For Navy Accounting purposes only IA C&A TASK LEAD		
CIN: 130017910700006		ACRN AA	$100,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000107	For Navy Accounting purposes only IA C&A-G&A		
CIN: 130017910700007		ACRN AA	$125,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000108	For Navy Accounting purposes only IA INITIAL SCANS		
CIN: 130017910700008		ACRN AA	$90,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000109	For Navy Accounting purposes only IA C&A-GEN SPT		
CIN: 130017910700009		ACRN AE	$335,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000110	For Navy Accounting purposes only IA ANALYST2		
CIN: 130017910700010		ACRN AD	$150,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000111	For Navy Accounting purposes only IA ANALYST4		
CIN: 130017910700011		ACRN AF	$125,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES		AMOUNT
000112	For Navy Accounting purposes only IA ANALYST6		
CIN: 130017910700012		ACRN AG	$75,000.00

PURCHASE REQUEST NUMBER: 1300179107

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		49,225	Hours		$2,927,571.00

IT/IM Information Assurance Support Serv

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$2,927,571.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		49,225	Hours		$3,029,805.00

IT/IM Information Assurance Support Serv

CPAF - In accordance with Section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$3,029,805.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
INFORMATION ASSURANCE SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order 0046
20 July 2010

Applicable Basic Contract SOW paragraphs: 3.1, 3.2, 3.4, 3.5, 3.6, and 3.10

1 **Scope.** The scope of this effort is to acquire information assurance (IA) support services to support the delivery of Information Technology/Information Management (IT/IM) IA products and services at the Naval Air Warfare Center Weapons Division (NAWCWD). These IA support services include certification and accreditation services; configuration management; technical information assurance; Information Assurance Officer (IAO) support, and support for the IAO and system administrator appointment process as defined in Section 3.

1.1 Task Order Relationships. For FY11 through FY13 (July 31, 2013), the IT/IM Department has established five Task Orders to better support the primary product areas while keeping Task Order and business operations manageable. These five Task Orders shall support each other seamlessly in order to provide IT/IM customers with an integrated set of products and services to meet their needs.

a. This Task Order provides IT/IM Information Assurance support.

b. Task Order 0043 provides the IT/IM product and service delivery mechanisms that interface directly with the customer to intake work, support the management of delivery processes, and/or provide direct customer technical support.

c. Task Order 0044 provides IT Compliance support, IT/IM business and financial support, data handling and management, telephone billing, technical writing, enterprise architecture/engineering, and legacy infrastructure support as requested.

d. Task Order 0045 supports the areas of software development, application integration, and related services for both corporate financial systems and customer specific systems.

e. Task Order 0047 provides complex technical services for server operations and application hosting.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the applicable documents. Due to the dynamic nature of the Federal Government IA program, documents may be removed and/or added as guidance changes.

2.1 Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Revision 1, October 1999
2.2 Department of Defense Office of General Counsel, Ethics Issues in Government-Contractor Teambuilding
2.3 NAVAIR National Work Acceptance Process, March, 2004
2.4 Fee for Service Model
2.5 DoDD 8500.1, Information Assurance (IA)
2.6 DODD 8570.1 Information Assurance Workforce Improvement Program
2.7 DOD 8570.1M Information Assurance Workforce Improvement Program Manual
2.8 DoDI 5200.40, DITSCAP Accreditation and Certification Instruction
2.9 OPNAVINST 5239.1B, Department of the Navy Information Assurance (IA) Program
2.10 DoD 5200.1-R, Information Security Program
2.11 NTISSD 600, Communications Security (COMSEC) Monitoring
2.12 OPNAVINST 2201.2, Navy and Marine Corps Computer Network Incident Response
2.13 COMNAVNETWARCOMINST 5239.1, Navy Marine Corps Intranet (NMCI) Information Systems Security Personnel Roles and Responsibilities
2.14 NAWCWDINST 5239.1, Information Operations Condition
2.15 NAWCWDINST 5239.2, NAWCWD Virus Protection Program
2.16 NAWCWDINST 5239.3, Information Assurance Program Regulation

2.17 NAWCWDINST 5239.4, Network Security
2.18 NAWC-WD memo 5239 742000D/049 of 21 Dec 99, Information Operation Condition
2.19 NCSC-TG-027 A Guide to Understanding Information Systems Security Officer responsibilities for Automated Information Systems
2.20 IAO Appointment Letter
2.21 System Administrator Responsibilities document https://vulcan.chinalake.navy.mil/

3 Performance Requirements.

3.1 General. Travel, training, and overtime may be required in support of this task order. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1 Task/Work Initiation. Upon issuance of this Task Order, the Contractor shall perform the functions outlined in this Task Order; all other work to be performed under this Task Order shall be initiated through a work request or trouble call or a signed IT/IM product and service level agreement.

3.1.2 Work Requests. The NHD-West shall be the single point of entry for all work requests. For each work request, the NHD-West creates a work order in the current work request tracking system and the current IT/IM billing system. All functional areas covered by this task order shall use the IT/IM product and service management tools to document, track, and report customer support efforts.

3.1.3 Funding and Charging. The Contractor shall use the fee-for-service model defined in paragraph 2.4. This Task Order performs services that are funded/paid for in three different ways:

a. Corporate products and services that are paid for by funding allocated to the IT/IM Department (Corporate Funded).

b. Corporate products and services that are paid for by customers through an indirect direct product account (IDPA) mechanism (Fee for Service).

c. Customer requested services paid for by the customer directly (Fee-For-Service).

This PWS outlines in each requirement area the type of service that is provided. Additionally, in operating the Task Order, the Contractor shall identify tasks that are billable or non-billable.

a. Billable: Work is directly billable to an IT/IMD project, fee-for-service IDPA, or customer.

b. Unbillable: Work is not directly chargeable and is paid for by the Task Order IDPA through the use of a fee that is added to the cost of the products and services that are funded. Unbillable is defined as:

(1) Time that supports the administration and execution of the Task Order work but does not directly provide a product or service to the corporation or customers, and is part of doing business.

(2) Time spent developing or improving processes, generating documentation, attending meetings, and obtaining training and/or travel, which is not specifically attributable to an individual competency or customer requirement, and is requested via work order.

(3) Time considered downtime as the result of no funded work to charge.

The Contractor shall keep unbillable downtime to a minimum as defined in the Task Order evaluation criteria and the quality assurance surveillance plan.

3.1.4 Business Reports. The Contractor shall provide business/financial reporting specific to this task order as requested by the Technical Assistant (TA)/Alternate Technical Assistant (ATA).

3.1.5 Leadership. The Contractor's management and business processes shall support successful execution of all tasks associated with this task order.

3.1.6 Teaming Efforts. The Contractor shall team with Government personnel by using the Integrated Product Team (IPT) concept to address efforts and projects related to this task order. The Contractor's participation as a team member shall be governed by the guidance provided in the document referenced in paragraph 2.1. Additionally, the Contractor shall adhere to the guidance cited in the document referenced in paragraph 2.2, ensuring that they understand and follow statutory and regulatory restrictions and standards of conduct issues faced when close working relationships, such as IPTs, are required. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.7 Team Meetings. All members of the Task Order team(s) shall attend meetings as required. The Contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The Contractor shall take and distribute notes, and track action items that result from these meetings. The Contractor shall post in e-room (or use other media as agreed to by the team) the meeting notes on the same or next workday and e-mail the TA, and all attendees when this is completed.

3.1.8 Expertise and Knowledge. The Contractor shall:

a. Provide personnel with the skills and certifications needed to meet the requirements defined in this task order, and fulfill the following requirements.

b. Assign team members based on complementary expertise and skills, not on availability to ensure the right people are assigned to the team.

c. Assign personnel to this task order that are knowledgeable in the IT/IM's current mission and business, future strategies and plans, as well as those of its customers.

d. Remain current in their functional areas of expertise and evolving technologies/processes.

e. Provide training to or for Government personnel at the Contractor's facility or other agreed upon location.

3.1.9 Products and Services Delivery. The Contractor shall adhere to the processes and procedures referenced in paragraph 2.3 and those outlined in related procedural documents/desk guides. The Contractor shall continually strive to optimize performance. As the team identifies and develops more efficient processes and procedures, the Contractor shall update the Section 2 procedural documents and desk guides and/or develop new guides. These documents shall be kept current to ensure optimal, coordinated, services for all functional areas. The Contractor shall submit any changes to the TA for review and approval within one week of making the change.

3.1.10 Work Hours/Location. For purposes of this task order, core work hours are defined as 0600 to 1800 hours, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. Contractor employee work schedules shall fall within these hours unless otherwise agreed to by the TA/ATA. These may include alternate work schedules for individual functional area needs for corporate tasks; individual customer work requests, or customer embedded resources. Work locations shall be

confined to the Government provided spaces except under special circumstances as agreed to by the TA/ATA.

3.1.11 Task Order Documentation. All required documentation shall be posted on the Government's server. The Contractor shall notify by email the TA and Government Team Lead when documents are posted.

3.1.12 Project Management. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Formal project management shall be applied to all projects that result from the complex level of service designation identified in the referenced document in paragraph 2.3 and any others at risk of failure if they are not rigorously managed.

3.1.13 Work Planning. Upon receipt of work requests and in accordance with the document referenced in paragraph 2.3, the Contractor shall:

a. Follow and or support the NAVAIR National Work Acceptance Process (WAP) to define, document, and communicate the various aspects of the effort.

b. Support the development and use of Basic Level of Service (BLS) planning processes and documents. Versions shall be approved by the TA or ATA

3.1.14 Vehicles. The Contractor shall:

a. Lease vehicle(s) to support the requirements of this PWS as requested by the COR or TA/ATA. This includes: Additionally, the Contractor employees shall:

(a) Maintain a valid California driver's license.

(b) Perform all required vehicle maintenance and repairs (including vehicle smog checks).

(c) Use the most cost-effective/economical means available to fuel the vehicles (using the Government fuel farm via fleet card submitted to Government for payment once per month or Contractor's negotiated local gas station).

(d) Maintain insurance coverage to include the vehicles and Contractor employees driving the vehicles (IAW basic contract FAR 52.228-7)

(e) Meet all requirements of FAR 45.5, 52.245-5 and 5252.245-9500 while operating Contractor leased vehicles.

(f) Be required to lease and register one (1) leased vehicle in the Contractor's name. Title shall remain with the leasing company while registration and insurance is the Contractor's responsibility.

b. Upon approval of the Contracting Officer, COR, and TA, replace an inoperative vehicle, as needed to meet the daily requirements of this PWS.

c. Contractor personnel may be required to operate Government-owned vehicles, when available, "on-base" while performing tasks under this PWS. To operate a USN vehicle, the contractor shall:

(a) Maintain a valid California driver's license.

(b) Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

(c) Meet all requirements of FAR 45.5, 52.245-5, and 5252.245-9500 while operating Government vehicles.

3.2 **Certification and Accreditation (C&A).** In support of this effort, the Contractor shall follow the guidance in the referenced documents in paragraph 2.3 through 2.19, and shall:

a. Perform C&A functions/efforts that support customers in obtaining services requested via work orders.

b. Manage/administer the System Security Authorization Agreement (SSAA) process.

3.2.1 SSAA Development and Review. In order to support the development, management, and approval of SSAAs the Contractor shall:

a. Gather, analyze, and document customer information via a Customer Requirements Briefing (CRB) or obtain data as a result of briefings, to support proposal development.

b. Based on CRB decisions, provide information to the Project Initiation team (proposal development) to assist in defining the required C&A type/level, cost, and schedule.

c. Develop SSAA packages for customers in accordance with the CRB delivery date.

d. Review customer written SSAAs.

e. Coordinate FAM, Data flow, and other components of the SSAA package.

f. Perform coordination of lessons learned, updated guidance, central rejection receipt/correction, and reporting.

g. Perform final trusted review.

h. Submit completed packages to NAVAIR for review and/or approval.

3.2.2 SSAA Configuration Management and Reporting. The Contractor shall:

a. Maintain configuration management (CM) of the SSAA process and its interfaces with NAVAIR and NETWARCOM processes.

b. Use existing database and maintain accurate information in real time. Propose changes and/or enhancements to the system to the TA/ATA.

c. Perform CM on SSAA packages and related documentation.

d. Maintain configuration management of proposals and tracking information.

e. Deliver reports and status information as required/requested by the TA/ATA.

3.3 **IAO and SA Appointment Process Administration.** In support of this effort, the Contractor shall:

a. Perform administration of the IAO and SA appointment process.

b. Provide configuration management tracking and oversight of all information related to IAO and SA appointments.

3.4 **Technical IA Services**. The Contractor shall:

a. Provide system and network scanning as requested/required for SSAA development and ongoing network security assessments.

b. Perform and/or assist with drawings and technical specifications.

c. Perform hardware and configuration validation.

d. Develop risk documentation to identify results of technical IA efforts and to support C&A requirements.

e. Coordinate with SSAA developers/reviewers to perform technical IA support and to deliver required documentation.

f. Support IA efforts related to legacy information assurance including managing the allow list, by coordinating with various entities to ensure IA requirements are met and documented, and by providing EDS the information required to keep the access control lists current.

g. Perform Legacy infrastructure IA support as requested including SIPRNET IA support.

3.5 **IAO and C&A Customer Support Services.** The Contractor shall:

a. Provide embedded IAO support when requested by customers with resources that meet the requirements identified in the referenced documents in paragraph 2.5 through 2.19 and IA requirements identified in this task order.

b. Provide embedded C&A support when requested by customers with resources that meet the requirements identified in the referenced documents in paragraph 2.5 through 2.19 and C&A requirements identified in this task order.

c. Perform IA hardening support when requested by customers on a fee-for-service basis as well as other related IA technical support services.

3.6 **Government Furnished Property.** The Government will provide the contractor Government Furnished Property (GFP) for contract performance. The Government Property Administrator (GPA) will prepare a DD1149 for Contractor signature acknowledging receipt. The Contractor shall provide a signed copy of the DD1149 to the GPA and for the task order file.

3.7 **Subtask Reporting and Invoicing.** The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as defined by the IT/IM Business Office.

3.8 **Process for Projects over the $550,000 Threshold.** This task order is limited to individual projects under $550,000 within the scope described herein. Studies, analyses, and/or any customer requests which identify projects valued at or above $550,000 shall be submitted to the Contracting Officer for review of scope and to provide the basis for a separate task order.

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000567595
AMOUNT: $430,000.00
CIN 130017910700001: $40,000.00
CIN 130017910700003: $55,000.00
CIN 130017910700004: $20,000.00
CIN 130017910700006: $100,000.00
CIN 130017910700007: $125,000.00
CIN 130017910700008: $90,000.00

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000567595
AMOUNT: $35,000.00
CIN 130017910700002: $35,000.00

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000567595
AMOUNT: $25,000.00
CIN 130017910700005: $25,000.00

AD: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A40000567595
AMOUNT: $150,000.00
CIN 130017910700010: $150,000.00

AE: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A30000567595
AMOUNT: $335,000.00
CIN 130017910700009: $335,000.00

AF: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A50000567595
AMOUNT: $125,000.00
CIN 130017910700011: $125,000.00

AG: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A60000567595
AMOUNT: $75,000.00
CIN 130017910700012: $75,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and Pt Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   X-Industrial Area
   C-CLPL
   E-Echo Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA and NAVAIR Pt Mugu Ca

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: Name/Code/Phone

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 through 31 Jul 2013

6. Overtime:

   a. No more than 2,055__ hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (sent separately)

TASK ORDER EVALUATION DATA	
	Task Order No. 0046
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED TWICE A YEAR	
AWARD FEE FACTORS	
PERFORMANCE 50% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached.	
SCHEDULE 30% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached.	
COST 20% **(weight)**	
COST FACTORS: See attached.	
EVALUATOR (b)6	DATE 21 July 2010

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Develop and maintain quality operational desk procedures and process documentation. Develop and deliver accurate and timely reports.	See attachment.	• Review and validate contractor documentation and reports
Develop and submit accurate and complete SSAA packages	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor metrics
Accurate and timely routing and escalation of work is accomplished	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records
Work management tools are used and documentation and information is detailed, accurate, and timely.	See attachment.	• Conduct independent surveys of tool use • Review and validate contractor reports/records
High levels of customer satisfaction are maintained.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Expertise and Knowledge	See attachment	• Assign Team Members based on requirements skills • Knowledge of requirements are current and in alignment with meeting customers' needs.

1) Desk Procedures and Documentation Meet the Requirements (PWS Sections 3.1.9, 3.1.11, 3.1.12, 3.1.13, 3.2, 3.3, 3.4 and 3.5)

Documents Complete at:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

2) Accurate and Complete SSAA Packages (PWS Sections 3.2)

Accuracy at:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
96%	90-99%	Average Effort	70-79%
95%	80-89%	Below Average	60-69%
90%	70-79%	Marginal Effort	50-59%
Less than 90%	0-69%	Unsatisfactory Effort	0%

3) Accurate and Timely Routing and Escalation (PWS Sections 3.1.13, 3.2 3.3, 3.4 and 3.5)

Met:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
96%	90-99%	Average Effort	70-79%
95%	80-89%	Below Average	60-69%
90%	70-79%	Marginal Effort	50-59%
Less than 90%	0-69%	Unsatisfactory Effort	0%

4) Use of Tools (PWS Sections 3.1.2, 3.1.4, 3.1.9, 3.1.11, 3.1.12, 3.1.13, 3.2, 3.3, 3.4, and 3.5)

Level/Quality of Use:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
96%	90-99%	Average Effort	70-79%
95%	80-89%	Below Average	60-69%
90%	70-79%	Marginal Effort	50-59%
Less than 90%	0-69%	Unsatisfactory Effort	0%

5) Customer Satisfaction (PWS Sections 3.2, 3.3, 3.4 and 3.5)

Satisfaction Level:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
98%	120-129%	Excellent	91-95%
96%	110-119%	Very Good	86-90%
95%	100-109%	Good Effort	80-85%
93%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

6) Expertise, Knowledge and Skills (PWS Sections 3.1.8 3.3, 3.4 and 3.5)

Satisfaction Level: Skills mix and certification	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
98%	120-129%	Excellent	91-95%
96%	110-119%	Very Good	86-90%
95%	100-109%	Good Effort	80-85%
93%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

Performance Objective For Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
Work Acceptance Process is used and metrics are met including delivery schedules identified in proposals.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Meet response times for work orders or as identified in proposals and SLAs.	See attachment.	• Conduct independent surveys Review and validate contractor reports/records/metrics

1) Solutions Meet or Beat Schedule (PWS Sections 3.2, 3.3, 3.4 and 3.5)

Met:	Satisfaction Level	Effort Level	Award Fee
Ahead of Schedule 15%	130%	Outstanding	96-100%
Ahead of Schedule 10%	120-129%	Excellent	91-95%
Ahead of Schedule 5%	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
85%	80-89%	Below Average	60-69%
80%	70-79%	Marginal Effort	50-59%
Less than 90%	0-69%	Unsatisfactory Effort	0%

2) Work Acceptance Process (PWS Section 3.1.2, 3.1.9, 3.1.13, 3.2, 3.3, 3.4, and 3.5)

Met:	Satisfaction Level	Effort Level	Award Fee
Surpassed 15% of the time	130%	Outstanding	96-100%
Surpassed 10% of the time	120-129%	Excellent	91-95%
Surpassed 5% of the time	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

3) Work Order Response Times (PWS Section 3.1.2, 3.1.9, 3.1.13, 3.2, 3.3, 3.4 and 3.5)

Met:	Satisfaction Level	Effort Level	Award Fee
Bettered 15% of the time	130%	Outstanding	96-100%
Bettered 10% of the time	120-129%	Excellent	91-95%
Bettered 5% of the time	110-119%	Very Good	86-90%
100%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

Performance Objectives for Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure effective cost control. Un-billable time kept to a minimum in billable tasking areas.	See attachment.	• Review/validate contractor reports
Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports
Ensure that tasks are matched to appropriate skill levels.	See attachment.	• Review/validate contractor reports

1) Control of Un-billable Time (PWS Section 3.1.3)

Met:	Satisfaction Level	Effort Level	Award Fee
5%	130%	Outstanding	96-100%
10%	120-129%	Excellent	91-95%
15%	110-119%	Very Good	86-90%
20%	100-109%	Good Effort	80-85%
25%	90-99%	Average Effort	70-79%
30%	80-89%	Below Average	60-69%
35%	70-79%	Marginal Effort	50-59%
40%	0-69%	Unsatisfactory Effort	0%

2) Collection and Reporting of Cost Data (PWS Section 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.7)

Error Rate:	Satisfaction Level	Effort Level	Award Fee
Zero to 1%	130%	Outstanding	96-100%
2%	120-129%	Excellent	91-95%
3%	110-119%	Very Good	86-90%
4%	100-109%	Good Effort	80-85%
5%	90-99%	Average Effort	70-79%
6%	80-89%	Below Average	60-69%
7%	70-79%	Marginal Effort	50-59%
Greater than 7%	0-69%	Unsatisfactory Effort	0%

3) Tasking Assigned to Appropriate Skill Levels (PWS Section 3.1.8)

Assigned/Appropriate Levels:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
96%	90-99%	Average Effort	70-79%
95%	80-89%	Below Average	60-69%
94%	70-79%	Marginal Effort	50-59%
Less than 94%	0-69%	Unsatisfactory Effort	0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0047	2010 Oct 01	1300178575	

6. ISSUED BY CODE N68936

CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY

NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141

NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE

See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar

Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $14,436,345.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

28. SHIP NO.
[ ] PARTIAL
[ ] FINAL

29. DO VOUCHER NO.

30. INITIALS

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		72,572	Hours		$4,643,457.00

IT/IM Server and Application Support
CPAF - In accordance with Section C of the Performance Work Statement.
This task order is severable.
FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$4,643,457.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101					$0.00

For Navy Accounting purposes only
TO Mgmt
PURCHASE REQUEST NUMBER: 1300178575

ACRN AA $50,000.00
CIN: 130017857500010

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000102					$0.00

For Navy Accounting purposes only
Telco
PURCHASE REQUEST NUMBER: 1300178575

ACRN AB $125,000.00
CIN: 130017857500011

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000103					$0.00

For Navy Accounting purposes only
SER Server Support
PURCHASE REQUEST NUMBER: 1300178575

ACRN AC $900,000.00
CIN: 130017857500012

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000104					$0.00
	For Navy Accounting purposes only SER Specialist 2 PURCHASE REQUEST NUMBER: 1300178575				
	ACRN AD CIN: 130017857500013				$150,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000105					$0.00
	For Navy Accounting purposes only SER Specialist 4 PURCHASE REQUEST NUMBER: 1300178575				
	ACRN AE CIN: 130017857500014				$100,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000106					$0.00
	For Navy Accounting purposes only SER Specialist 5 PURCHASE REQUEST NUMBER: 1300178575				
	ACRN AF CIN: 130017857500015				$105,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000107					$0.00
	For Navy Accounting purposes only NMCI ACTR PURCHASE REQUEST NUMBER: 1300178575				
	ACRN AG CIN: 130017857500016				$225,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000108					$0.00
	For Navy Accounting purposes only OSS Tech 2 PURCHASE REQUEST NUMBER: 1300178575				
	ACRN AH CIN: 130017857500017				$75,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000109					$0.00
	For Navy Accounting purposes only				
	OSS Tech 3				
	PURCHASE REQUEST NUMBER: 1300178575				
	ACRN AJ CIN: 130017857500018				$55,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000110					$0.00
	For Navy Accounting purposes only				
	OSS Audio Visual				
	PURCHASE REQUEST NUMBER: 1300178575				
	ACRN AK CIN: 130017857500019				$25,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000111					$0.00
	For Navy Accounting purposes only				
	OSS Video Teleconferencing				
	PURCHASE REQUEST NUMBER: 1300178575				
	ACRN AL CIN: 130017857500020				$25,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000112					$0.00
	For Navy Accounting purposes only				
	OSS Desk Top Support				
	PURCHASE REQUEST NUMBER: 1300178575				
	ACRN AM CIN: 130017857500021				$25,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000113					$0.00
	For Navy Accounting purposes only				
	OSS ODC				
	PURCHASE REQUEST NUMBER: 1300178575				
	ACRN AN CIN: 130017857500022				$100,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		72,572	Hours		$4,818,060.00

IT/IM Server and Application Support

CPAF - In accordance with Section C of the Performance Work Statement.

This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$4,818,060.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		72,572	Hours		$4,974,828.00

IT/IM Server and Application Support

CPAF - In accordance with Section C of the Performance Work Statement.

This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$4,974,828.00

Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT (PWS)
IT/IM SERVER AND APPLICATION SUPPORT SERVICES
Contract N68936-08-D-0016, Task Order 0047
28 July 2010

Applicable Contract SOW paragraphs: 3.1, 3.2, 3.4, 3.5, 3.6, 3.8, 3.10, and 3.11

1 **Scope.** The scope of this effort is to acquire non-NMCI operational support services to support the delivery of Information Technology/Information Management (IT/IM) products and services at the Naval Air Warfare Center Weapons Division (NAWCWD). The effort requires this support be provided for both NAWCWD specific and NAVAIR-wide products and services. These operational support services include server operations and application hosting as defined in Section 3.

1.1 Task Order Relationships. The IT/IM Department has established five Task Orders to better support the primary product areas while keeping Task Order and business operations manageable. These five Task Orders shall support each other seamlessly in order to provide IT/IM customers with an integrated set of products and services to meet their needs.

a. This Task Order provides technical services for server operations and application hosting.

b. Task Order 0043 provides the IT/IM product and service delivery mechanisms that interface directly with the customer to intake work, support the management of delivery processes, and/or provide direct customer technical support.

c. Task Order 0044 provides IT Compliance support, IT/IM business and financial support, data handling and management, telephone billing, technical writing, enterprise architecture/engineering, and legacy infrastructure support as requested.

d. Task Order 0045 supports the areas of software development, application integration, and related services for both corporate systems and customer specific systems.

e. Task Order 0046 provides IT/IM Information Assurance support.

2 **Applicable Documents.** The Government will provide the Contractor with the latest version of the applicable documents.

2.1 IT/IM National Work Acceptance Process
2.2 Product and Service POC listing
2.3 Fee for Service Model
2.4 Administrative/Financial Desk Book Procedures, dated August 1999
2.5 Corporate Computing Facility (CCF) Policies and Procedures Manual
2.6 Corporate Business and Financial Systems Desk Guide
2.7 MIL-HDBK-61A dated 7 February 2001
2.8 CCF Disaster Recovery Procedures Manual
2.9 Rules of the Road, A Guide for Leading Successful Integrated Product Teams, Revision 1, October 1999
2.10 Department of Defense Office of General Counsel, Ethics Issues in Government-Contractor Teambuilding
2.11 DoDD 8500.1, Information Assurance (IA)
2.12 DOD 8570.1M Information Assurance Workforce Improvement Program Manual
2.13 DODD 8570.1 Information Assurance Workforce Improvement Program
2.14 DoDI 5200.40, DITSCAP Accreditation and Certification Instruction
2.15 OPNAVINST 5239.1B, Department of the Navy Information Assurance (IA) Program
2.16 DoD 5200.1-R, Information Security Program
2.17 NTISSD 600, Communications Security (COMSEC) Monitoring
2.18 OPNAVINST 2201.2, Navy and Marine Corps Computer Network Incident Response

2.19 COMNAVNETWARCOMINST 5239.1, Navy Marine Corps Intranet (NMCI) Information Systems Security Personnel Roles and Responsibilities
2.20 NAWCWDINST 5239.1, Information Operations Condition
2.21 NAWCWDINST 5239.2, NAWCWD Virus Protection Program
2.22 NAWCWDINST 5239.3, Information Assurance Program Regulation
2.23 NAWCWDINST 5239.4, Network Security
2.24 NAWC-WD memo 5239 742000D/049 of 21 Dec 99, Information Operation Condition
2.25 NCSC-TG-027 A Guide to Understanding Information Systems Security Officer responsibilities for Automated Information Systems
2.26 System Administrator Responsibilities document https://vulcan.chinalake.navy.mil/

3 Performance Requirements.

3.1 General. Travel, training and overtime may be required in support of this task order. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.1.1 Task/Work Initiation. Upon issuance of this Task Order, the Contractor shall perform the functions outlined in this Task Order, all other work to be performed under this Task Order shall be initiated through a work request or trouble call, or a signed IT/IM proposal or service level agreement.

3.1.2 Work Requests. The Contractor shall initiate all work requests, including internal and external requests, under this task order through the NHD-West work acceptance process. The Contractor shall use the IT/IM product and service management tools to document, track, and report customer support efforts for all functional areas covered by this Task Order.

3.1.3 Funding and Charging. The Contractor shall implement the fee-for-service model defined in the document referenced in paragraph 2.3. This Task Order performs services that are funded/paid for in three different ways:

a. Corporate products and services that are paid for by funding allocated to the IT/IM Department (Corporate Funded).

b. Corporate products and services that are paid for by customers through an indirect direct product account (IDPA) mechanism (Fee for Service).

c. Customer requested services paid for by the customer directly (Fee-For-Service).

This PWS outlines in each requirement area, the type of service that is provided. Additionally, in operating the Task Order, the Contractor shall identify tasks that are billable or un-billable.

a. Billable: Work is directly billable to an IT/IMD project, fee-for-service IDPA, or customer.

b. Un-billable: Work is not directly chargeable and is paid for by the Task Order IDPA through the use of a fee that is added to the cost of the products and services that are funded. Un-billable is defined as:

(1) Time that supports the administration and execution of the Task Order work but does not directly provide a product or service to the corporation or customers, and is part of doing business.

(2) Time spent developing or improving processes, generating documentation, attending meetings, and obtaining training and/or travel, which is not specifically attributable to an individual competency or customer requirement, and is requested via work order.

(3) Time considered downtime as the result of no funded work to charge.

The Contractor shall keep Un-billable downtime to a minimum as defined in the Task Order evaluation criteria.

3.1.4 Business Reports. The Contractor shall provide business/financial reporting specific to this task order on a monthly basis, unless otherwise requested by the Technical Assistant (TA)/Alternate Technical Assistant (ATA) including the Revenue and Expense Report as well as the following reports: All Estimate Report by Work Order; All Estimate Report by Work Order Lead; At Risk Billable Work Orders; At Risk Non-billable Work Orders; Division Total Hours; Division Revenue vs. Non-Revenue; Division Detail Non-Labor..

3.1.5 Leadership. The Contractor's management and business processes shall support successful execution of all tasks associated with this Task Order. Success will be measured by adherence to the cost, schedule, and performance elements.

3.1.6 Teaming Efforts. The Contractor shall team with Government personnel in using the Integrated Product Team (IPT) concept to address efforts and projects related to this Task Order (document referenced in 2.9 & 2.10). The Contractor's participation as a team member shall be governed by the guidance provided in the document referenced in paragraph 2.9. Additionally, the Contractor shall adhere to the guidance cited in the document referenced in paragraph 2.10, ensuring that they understand and follow statutory and regulatory restrictions and standards of conduct issues faced when close working relationships, such as IPTs, are required. All Contractor team members shall have the authority, knowledge and expertise to participate in problem solving and decision-making (except for Government functions normally referred to as inherently Governmental such as the act of governing, i.e., the discretionary exercise of Government authority, and monetary transactions and entitlements), and the implementation of team decisions.

3.1.7 Team Meetings. All members of the Task Order team(s) shall attend meetings as required and feasible. The Contractor shall record a brief meeting summary for each meeting. Meeting summary notes shall document, for example: (a) attendance; (b) issues discussed; (c) decisions or agreements; (d) action items; (e) future agenda items; and (f) issues for higher-level resolution. The Contractor shall take and distribute notes, and track action items that result from these meetings. The Contractor shall post in e-room (or use other media as agreed to by the team) the meeting notes on the same or next workday and e-mail the TA, and all attendees when this is completed.

3.1.8 Expertise and Knowledge. The Contractor shall:

a. Provide personnel with the skills needed to meet the requirements of this Task Order including any certification requirements identified in paragraphs 2.1 through 2.26.

b. Assign team members based on complementary expertise and skills, not on availability to ensure the right people are assigned to the team.

c. Ensure that all personnel assigned to this Task Order that are provided with an orientation covering the IT/IM's current mission and business, future strategies and plans, as well as those of our customers.

d. Remain current in their functional areas of expertise and evolving technologies.

e. Provide training to or for Government personnel at the Contractor's facility or other agreed upon location.

3.1.9 Products and Services Delivery. Current processes and procedures are incorporated in the documents referenced in paragraphs 2.1 through 2.8 procedural documents/desk guides. The Contractor shall follow these processes while continually striving to optimize performance. As more efficient processes and procedures are identified and developed, the Contractor shall customize, update and develop new Section 2 procedural documents and desk guides to ensure optimal, coordinated, services for all functional areas. The Contractor shall submit updates to the TA for review and approval within one week.

3.1.10 Work Hours. For purposes of this Task Order, core work hours are defined as 0600 to 1800, Pacific Standard Time, Monday through Friday, excluding flex Fridays and Government holidays. Contractor employee

work schedules may be agreed to by the individual functional areas for corporate tasks; individual customer work requests or customer agreements may define alternate work schedules. Contractor Section Manager may authorize critical functions to be performed during non-core hours at work locations or alternate locations as deemed appropriate – especially in instances where emerging requirements demand such attention. These instances may or may not include tasking while on travel plus may or may not include overtime. Any Contractor employees requesting to have regular scheduled work time outside of core hours and at alternate locations must have TA/ATA authorization.

3.1.11 Task Order Documentation. The Contractor shall post all required documentation on the Government's server. The Contractor shall notify by email the TA and Government Team Lead when documents are posted.

3.1.12 Project Management. The Contractor shall apply project management discipline to all efforts requiring oversight and control in order to meet cost, performance, and schedule requirements. Project management shall be applied to all projects that result from the enhanced and complex level of service designations identified in the referenced document in paragraph 2.1, and any others at risk of failure if they are not rigorously managed. Embedded support may not require the adoption of rigorous project management discipline unless explicitly referenced in the corresponding Service Level Agreement (SLA).

3.1.13 Work Planning. Upon receipt of work requests and in accordance with the document referenced in paragraph 2.1, the Contractor shall:

a. Follow and/or support the NAVAIR National Work Acceptance Process (WAP) to define, document, and communicate the various aspects of the effort.

b. Support the development and use of Basic Level of Service (BLS) planning processes and documents. Versions must be approved by the TA or ATA.

3.1.14 Security. The Contractor shall meet all security requirements related to personnel, physical, communications, and information assurance as required by the basic contract and by this Task Order, and additionally:

a. Fully support the IT/IM Information Assurance Officer (IAO) in the performance of IA requirements including reporting, managing, and securing all IT assets/elements under the scope of this Task Order.

b. Obtain COMSEC certification for all personnel and maintain security awareness and support for all IT communications efforts under the scope of this Task Order.

c. Task Order personnel shall complete mandatory security related training required of DoD employees such as Personnel Security, Information Assurance, Anti Terrorism, Privacy Act, and others as required by the TA/ATA.

3.1.15 Vehicles. The Government may require the Contractor to operate Government-owned vehicles (USN), on-Center, when available, while performing task order related support. The contractor shall:

a. Have a valid California driver's license

b. Have vehicle insurance coverage for Contractor employees driving designated vehicles, in accordance with Section I of this Basic contract (FAR 52.228-7).

c. Meet all requirements of FAR 45, 52.245-1, 52.245-9 and 5252.245-9500 while operating Government vehicles.

3.2 **Server Operation and Application Support**. Server operation and application support includes: (a) computer facility operations and maintenance; (b) operations and maintenance of computing resources (c) operation

and maintenance of applications residing on those resources; (d) server/application integration; (e) disaster recovery; (f) information assurance; and (g) IT Compliance elements.

3.2.1 Computer Facility Operation. The Contractor shall:

a. Assist Facility Manager in performing oversight of the facilities O&M, which may include but not be limited to: environmental controls, maintenance oversight, and building security.

b. Maintain and update current facility drawings and equipment lists in a format agreed to by the TA/ATA. All data shall reside on a Government network server accessible by all authorized as determined by the TA/ATA and shall remain the property of the Government. Additionally, hardcopy data shall be stored in Government space and remain the property of the Government.

c. With the approval of the Facility Manager, initiate corrective actions to maintain the facility via the appropriate channels (i.e., Public Works, Environmental, ROICC Office, NAWCWD NMCI-ISF) and provide follow-up to ensure correction actions have been taken.

d. Assist in providing facility oversight, at a minimum, for the following.

China Lake
Building 00033, Non-NMCI side Computer room
Building 00005, 1st Floor, Room 1308, Classified Processing Area

3.2.2 Operations and Maintenance of Computing Resources. The Contractor shall:

a. Operate the IT/IM Corporate Computing Facility (CCF) so it is available/operational 24 hours a day, seven days a week. Physically operate the CCF during core hours, and respond to after-hours calls when required/requested.

b. Perform system administration tasks necessary to facilitate the daily operations and maintenance including: hardware repair/upgrade; operating system, utilities, and software tools management including SW license management, upgrade, and maintenance, performing/validating backups, passing files, scheduling jobs, updating daily logs, checking/communicating the status of jobs, and notifying the NHD-West of events requiring messages to users.

c. Meet customer service levels as defined and documented in IT/IM customer agreements.

d. Maintain, clarify and improve day-to-day operations, processes and procedures for continuously supporting customers with systems administration and database administration; for recording and tracking customer assistance through system migration, operations, and troubleshooting; for recording and tracking and reporting progress on customer trouble calls; and for keeping configuration management (CM) information current and accessible to all government and Contractor staff. Furnish uninterrupted support by qualified staff.

e. Develop, maintain, and document CM processes for all changes in hardware and software configurations on servers supported by 724 and ensure that all server Contractor support staff abide by these processes without exception unless granted by the Government in writing. Ensure that no hardware or software changes are undertaken before a system state is documented and that changes are not deemed as completed until CM records are updated and reported, whether such changes are hardware installations or changes, software installations or upgrades, or new GOTS application development. Configuration changes to be reported include Legacy Migration, the NAWCWD patch and virus servers, ACNO/IT Server Registration, NETWARCOMM network scans, Information Assurance posture and configuration, Functional Area Manager (FAM)/Department of the Navy

Application and Database Management System (DADMS) registration, and those requested by the TA/ATA.

f. Develop, establish and maintain, an electronic configuration management (CM) workbook for each server that is supported by 724, and update and document all changes as they occur. Each CM workbook shall include a description of the server hardware, software from drivers, through operating system, layered products, middleware, through and including all customer applications hosted in the system. Installation and update records shall be kept current as shall troubleshooting histories and access to error logs. Permit problem handoff with minimum disruption to customer applications.

g. Support the development of IT/IM Proposals and Service Level Agreements by providing subject matter experts to work with the 721 organization during execution of the WAP process. Provide support for the development of technical requirements, solutions, and architecture elements; configuration details; the project approach; pricing/estimates; schedules; and risk analysis/mitigation.

h. Ensure that all data residing on a Government server is accessible as authorized by the TA/ATA.

i. Ensure that all System Security Authorization Agreements (SSAAs) for platforms and applications are kept up-to-date. Develop required documentation to support the SSAA process and IA posture of the systems including SSAA documentation, Standard Operating Procedures, and Continuity of Operations Plans. Maintain systems with current security patches and protections, and ensure all periodic scans are completed and reported as required.

j. Ensure System Administrators (SA)s obtain authority from the Information Assurance Division to perform as an SA in accordance with the document referenced in paragraph 2.24 and 2.25

3.2.3 Server/Application Integration. The Contractor shall:

a. Support the development of Proposals to define and document the integration of new applications or the enhancement/upgrade of current applications and server configurations into the CCF environment. Assist developers to install production copy of newly developed applications, customer-developed applications, or externally mandated applications being implemented by NAVAIR. Support/assist in the use of standard project management and software/hardware deployment practices including transition planning, test planning and execution, risk analysis, and operational planning and execution.

b. Perform analysis and recommend to the TA/ATA cost effective solutions to accomplish operational objectives based on a clear understanding of the existing infrastructure and /or changes required for successful implementation.

c. Acquire and install equipment and software necessary to support the server/application integration tasks.

d. Make recommendations to the TA/ATA for throughput requirements, memory reserves, storage space needs, processor speeds, and growth requirements necessary to properly size the network and server systems based on corporate or customer requirements. Ensure recommendations meet NAWCWD and NAVAIR architecture and standards.

3.2.4 Application Operation and Maintenance: The Contractor shall:

a. Operate and maintain all applications residing on corporate computing resources or customer resources to ensure the accessibility of all applications residing on the corporate computer resources.

b. Perform database administration and application administration in accordance with customer and corporate requirements for support. This level of support will be guided by the support levels

detailed in the Corporate Computing Facility Rate Structure, document referenced in paragraph 2.6 and by approved Customer Proposals and/or Agreements.

3.2.5 Disaster Recovery. The Contractor shall:

a Research industry best practices, definition of disaster levels, and the required responses to each level for disaster recovery (DR) policies and procedures for all systems in the IT/IMD as requested by the TA/ATA.

b. Develop and implement DR systems and capabilities when requested by customers or the TA/ATA. Support the development of proposals and customer agreements to document the planning and/or operations of DR capabilities for corporate and customer systems.

c. Operate and maintain DR systems under the cognizance of the IT/IM Department including developing operational and disaster recovery plans, and testing these plans annually at a minimum.

d. Recommend changes to document referenced in paragraph 2.5 to the TA/ATA and incorporate changes to the procedures document upon approval.

3.3 **Response and Operational Requirements.** The Contractor shall meet the following performance requirements:

3.3.1 Overall Task Order Operations

a. Develop and maintain quality desk procedures and processes, documentation and configuration management products, and reports.

b. Use the IT/IM Help Desk and work management tools to deliver, track, and report on the delivery of 724 products and services.

c. Follow the work acceptance process and other product and service delivery processes, and ensure metrics are met. Ensure effective routing and escalation of calls and work orders.

d. Maintain high levels of customer satisfaction including internal and external customers. Provide continual feedback/status to customers and corporate customers on efforts and issues.

3.3.2 Operations and Maintenance of Computing Resources

a. Operate and maintain servers and applications such that server downtime is 2.5 percent (or less) of the total uptime available during the period of performance of this Task Order (based on a 24 hour day).

b. Provide solutions that result in the product or service being performed/completed on or ahead of schedule.

3.3.3 Server Operation and Application Support.

a. Operate and maintain servers and applications such that server downtime is 2.5 percent (or less) of the total uptime available during the period of performance of this Task Order (based on a 24 hour day).

b. Ensure customer callback within 15 minutes outside of core-hours.

c. Be on-site to respond to these trouble-calls within two hours if necessary.

d. Ensure planned maintenance and/or downtimes occur during the NAVAIR maintenance window.

3.4 **NMCI Infrastructure and System Support.** The NMCI Continuity of Services Contract will give the Government more responsibility. Enterprise Infrastructure, IT Asset Management, Maintenance, and Supply Support will, over the next three years, become a Government responsibility. While not all the requirements of the NMCI CoSC have been identified and worked out, the Contractor may be tasked to assist in the transition of operation and control of the Infrastructure and End User hardware to the Support efforts relating to the Government.

3.5 **Workstation Support.** The Contractor shall:

a. Perform the full range of workstation and desktop hardware and software support including, requirements analysis and technical solution assistance; configuration, installation, and integration support; upgrades, enhancements, and modifications; remote and on-site troubleshooting and repair; information assurance; and technical advice, assistance, and training.

b. Perform services related to operational support, such as backups, system tuning, file conversions, information handling, information assurance, data entry, and data management.

c. Develop procedures and other documentation required to ensure personnel across this task order are able to perform the function when the need arises.

d. Ensure System Administrators (SA)s obtain authority from the Information Assurance Division to perform as an SA in accordance with the document referenced in paragraph 2.12.

3.6 **Audio Visual and Video Services.** Audio visual and video services include: (a) audio visual services; (b) Low Bit Rate Video (VTC), also referred to as Video Teleconferencing (VTC); and (c) corporate video services. The Contractor shall:

a. Perform engineering, design, procurement, installation, and operational support for audio systems, video systems, and multimedia systems.

b. Perform engineering, design, procurement, installation, and operational support for VTC systems, corporate video services, and associated support equipment.

c. Develop procedures and other documentation required to ensure personnel across this task order are able to perform the function when the need arises. Develop documentation for customers to allow for smooth operation of their systems. Maintain a current listing of all VTC systems across NAWCWD.

3.7 **Response and Operational Requirements.** The Contractor shall meet all coverage, response, service, routing/escalation, tools and processes, data entry, and reporting requirements, as set forth in this Task Order and as defined in documents referenced in paragraphs 2.5 and 2.10, for which it is responsible or over which it has direct influence. Additionally, the Contractor shall meet the following specific performance requirements

3.7.1 Workstation Support. To meet the NHD-West performance requirements during and after hours the Contractor shall:

a. Respond to customer desktop/workstation trouble calls and work requests within one hour to begin remote support and/or establish an appointment time.

b. Be on-site for trouble calls ready to begin work within two hours of initial call.

3.7.2 Audio Visual Support. To meet the NHD-West performance requirements during and after hours the Contractor shall:

a. Respond to customer desktop/workstation trouble calls and work requests within one hour to begin remote support and/or establish an appointment time.

b. Be on-site for trouble calls ready to begin work within two hours of initial call.

3.8 **NMCI Support Services.** In support of this effort, the Contractor shall:

a. Perform NMCI move/add/change (MAC) support services including information gathering, processing, and reporting in support of the MAC preparation process for the IT/IM Department and for Customer requirements.

b. Provide support to the NMCI Activity Customer Technical Representative (ACTR) in the delivery of NMCI capabilities to NAWCWD customers.

3.9 **Telecommunications Services Billing and Database Management.** The Contractor shall, utilizing documents referenced in paragraphs 2.6 through 2.13:

a. Process telecommunication invoices for China Lake and Point Mugu.

b. Produce and distribute for monthly billing a combined bill.

c. Migrate and keep current the telecommunication administrative functions of billing and directory in the Telecommunications Management System (TMS).

d. Maintain the existing databases for both historical purposes and day-to-day operations.

e. Meet the billing due dates for each one of the services.

f. Prepare reports as requested by the TA/ATA or Government Project Manager.

3.10 **Reporting and Invoicing.** The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated and reported by, at a minimum, the subtasks as defined by the IT/IM Business Office.

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

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-OCT-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDS

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000562800
AMOUNT: $50,000.00
CIN 130017857500010: $50,000.00

AB: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A10000562800
AMOUNT: $125,000.00
CIN 130017857500011: $125,000.00

AC: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A20000562800
AMOUNT: $900,000.00
CIN 130017857500012: $900,000.00

AD: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A30000562800
AMOUNT: $150,000.00
CIN 130017857500013: $150,000.00

AE: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A40000562800
AMOUNT: $100,000.00
CIN 130017857500014: $100,000.00

AF: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A50000562800
AMOUNT: $105,000.00
CIN 130017857500015: $105,000.00

AG: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A60000562800
AMOUNT: $225,000.00
CIN 130017857500016: $225,000.00

AH: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A70000562800
AMOUNT: $75,000.00
CIN 130017857500017: $75,000.00

AJ: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A80000562800
AMOUNT: $55,000.00
CIN 130017857500018: $55,000.00

AK: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A90000562800
AMOUNT: $25,000.00
CIN 130017857500019: $25,000.00

AL: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: B00000562800
AMOUNT: $25,000.00
CIN 130017857500020: $25,000.00

AM: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: B10000562800
AMOUNT: $25,000.00
CIN 130017857500021: $25,000.00

AN: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: B20000562800
AMOUNT: $100,000.00
CIN 130017857500022: $100,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Top Secret.

2. The Contractor shall be allowed area access to the following NAVAIR China Lake and NAVAIR Pt Mugu restricted areas:

   M-Michelson Lab
   N-North Range
   X-Industrial area
   C-CLPL
   E-Echo Range
   F-Flight Line

3. Location of Performance: NAVAIR China Lake, CA and NAVAIR Pt Mugu, CA

4. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

5. Period of Performance: 01 Oct 2010 through 31 Jul 2013

6. Overtime:

   a. No more than 2,610 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (sent separately)

TASK ORDER EVALUATION DATA	
	Task Order No. 0047
CONTRACT NUMBER: **N68936-08-D-0016**	**STARS II**
TASK ORDER TO BE EVALUATED TWICE PER YEAR	
AWARD FEE FACTORS	
PERFORMANCE 40% **(weight) Performance, Schedule and Cost must add to 100%**	
PERFORMANCE FOR THIS TASK ORDER MEANS: See attached.	
SCHEDULE 40% **(weight)**	
CRITICAL FACTORS IN THE SCHEDULE ARE: See attached.	
COST 20% **(weight)**	
COST FACTORS: See attached.	
EVALUATOR (b)6	DATE 5 Aug 2010

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Develop and maintain quality operational desk procedures and documentation. Develop and deliver accurate and timely reports.	See attachment.	• Review and validate contractor documentation and reports
Meet operations and maintenance requirements identified in the T.O.	See attachment.	• Review and validate customer surveys • Conduct independent surveys • Review and validate contractor metrics
Help Desk and IT/IM work management tools are used and documentation is detailed and timely.	See attachment.	• Conduct independent surveys of tool use • Review and validate contractor reports/records
High levels of customer satisfaction are maintained.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics • Customer Feedback

1) Desk procedures and documentation meet the requirements (PWS Sections 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.7, 3.1.9, 3.1.11, 3.1.12, 3.1.13, 3.2, 3.3, 3.4, 3,5, 3.6, 3.7, 3.8 and 3.9)

Complete:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98%	110-119%	Very Good	86-90%
97%	100-109%	Good Effort	80-85%
95%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
Less than 80%	0-69%	Unsatisfactory Effort	0%

2) Server and Application Operations (PWS Sections 3.2, 3.3)

Uptime:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99.6%	120-129%	Excellent	91-95%
99.3%	110-119%	Very Good	86-90%
99%	100-109%	Good Effort	80-85%
98.6%	90-99%	Average Effort	70-79%
98.3%	80-89%	Below Average	60-69%
98%	70-79%	Marginal Effort	50-59%
At or below 97.6%	0-69%	Unsatisfactory Effort	0%

3) Use of tools (PWS Sections 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.9, 3.1.11, 3.1.12, 3.1.13, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)

Level/Quality of Use:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

4) Customer Satisfaction (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)

Satisfaction Level:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
98%	120-129%	Excellent	91-95%
96%	110-119%	Very Good	86-90%
95%	100-109%	Good Effort	80-85%
93%	90-99%	Average Effort	70-79%
90%	80-89%	Below Average	60-69%
85%	70-79%	Marginal Effort	50-59%
At or below 80%	0-69%	Unsatisfactory Effort	0%

Performance Objective For Schedule	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See attachment.	• Conduct independent surveys • Review and validate customer survey results • Review and validate contractor reports/records/metrics
Work Acceptance Process metrics are met.	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records/metrics
Accurate and timely routing and escalation of calls is accomplished	See attachment.	• Conduct independent surveys • Review and validate contractor reports/records
Response times for customer contact and arrival times are met.	See attachment.	• Conduct independent surveys Review and validate contractor reports/records/metrics
Workstation and Audio Video response times for customer contact and arrival times are met.	See attachment.	• Conduct independent surveys Review and validate contractor reports/records/metrics

1) Solutions meet or beat schedule (PWS Sections 3.2, 3.3 , 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)

Efforts:	Satisfaction Level	Effort Level	Award Fee
Ahead of Schedule 15%	130%	Outstanding	96-100%
Ahead of Schedule 10%	120-129%	Excellent	91-95%
Ahead of Schedule 5%	110-119%	Very Good	86-90%
Schedule Met 100%	100-109%	Good Effort	80-85%
Schedule Met 95%	90-99%	Average Effort	70-79%
Schedule Met 90%	80-89%	Below Average	60-69%
Schedule Met 85%	70-79%	Marginal Effort	50-59%
Schedule Met Less than 80%	0-69%	Unsatisfactory Effort	0%

2) Work Acceptance Process (PWS Section 3.1.1, 3.1.2, 3.1.9, 3.1.12, 3.1.13, 3.2, 3.3 , 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)

Metrics:	Satisfaction Level	Effort Level	Award Fee
Surpassed 15%	130%	Outstanding	96-100%
Surpassed 10%	120-129%	Excellent	91-95%
Surpassed 5%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met 95%	90-99%	Average Effort	70-79%
Met 90%	80-89%	Below Average	60-69%
Met 85%	70-79%	Marginal Effort	50-59%
Met Less than 80%	0-69%	Unsatisfactory Effort	0%

3) Accurate and timely routing and escalation (PWS Sections 3.1.1, 3.1.2, 3.1.9, 3.1.13, 3.2 and 3.3)

Accuracy at:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or below 96%	0-69%	Unsatisfactory Effort	0%

4) Server Response times (PWS Sections 3.2 and 3.3)

Bettered/Met:	Satisfaction Level	Effort Level	Award Fee
Bettered 15%	130%	Outstanding	96-100%
Bettered 10%	120-129%	Excellent	91-95%
Bettered 5%	110-119%	Very Good	86-90%
Met 100%	100-109%	Good Effort	80-85%
Met 95%	90-99%	Average Effort	70-79%
Met 90%	80-89%	Below Average	60-69%
Met 85%	70-79%	Marginal Effort	50-59%
Met Less than 80%	0-69%	Unsatisfactory Effort	0%

5) Workstation and A/V Response times (PWS Sections 3.5 and 3.6)

Response times:	Satisfaction Level	Effort Level	Award Fee
Bettered 15% of calls	130%	Outstanding	96-100%
Bettered 10% of calls	120-129%	Excellent	91-95%
Bettered 5% of calls	110-119%	Very Good	86-90%
Met 100% of calls	100-109%	Good Effort	80-85%
Met 95% of calls	90-99%	Average Effort	70-79%
Met 90% of calls	80-89%	Below Average	60-69%
Met 85% of calls	70-79%	Marginal Effort	50-59%
Met at or below 80% of calls	0-69%	Unsatisfactory Effort	0%

Performance Objectives for Cost	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Ensure effective cost control. Un-billable time kept to a minimum.	See attachment.	• Review/validate contractor reports
Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports
Ensure that tasks are matched to appropriate skill levels.	See attachment.	• Review/validate contractor reports

1) Control of Un-billable time (PWS Section 3.1.3)

Unbillable Time:	Satisfaction Level	Effort Level	Award Fee
5%	130%	Outstanding	96-100%
10%	120-129%	Excellent	91-95%
15%	110-119%	Very Good	86-90%
20%	100-109%	Good Effort	80-85%
25%	90-99%	Average Effort	70-79%
30%	80-89%	Below Average	60-69%
35%	70-79%	Marginal Effort	50-59%
At or more than 40%	0-69%	Unsatisfactory Effort	0%

2) Collection and reporting of cost data (PWS Section 3.1.1, 3.1.2, 3.1.3, 3.2, 3.3 , 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)

Error Rate:	Satisfaction Level	Effort Level	Award Fee
Zero - 1%	130%	Outstanding	96-100%
2%	120-129%	Excellent	91-95%
3%	110-119%	Very Good	86-90%
4%	100-109%	Good Effort	80-85%
5%	90-99%	Average Effort	70-79%
6%	80-89%	Below Average	60-69%
7%	70-79%	Marginal Effort	50-59%
Greater than 7%	0-69%	Unsatisfactory Effort	0%

3) Tasking assigned to appropriate skill levels (PWS Section 3.1.8, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8 and 3.9)

Tasking Appropriate:	Satisfaction Level	Effort Level	Award Fee
100%	130%	Outstanding	96-100%
99%	120-129%	Excellent	91-95%
98.5%	110-119%	Very Good	86-90%
98%	100-109%	Good Effort	80-85%
97.5%	90-99%	Average Effort	70-79%
97%	80-89%	Below Average	60-69%
96.5%	70-79%	Marginal Effort	50-59%
At or less than 96%	0-69%	Unsatisfactory Effort	0%

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO.	2. DELIVERY ORDER/ CALL NO.	3. DATE OF ORDER/CALL (YYYYMMMDD)	4. REQ./ PURCH. REQUEST NO.	5. PRIORITY
N68936-08-D-0016	0048	2010 Oct 01	1300180053	

6. ISSUED BY CODE N68936

CDR NAWCWD CODE 254100D
ATTN: S. RIZZARDINI
(760) 939-3258
429 E BOWEN RD - STOP 4015
CHINA LAKE CA 93555-6108

7. ADMINISTERED BY *(if other than 6)* CODE

SEE ITEM 6

8. DELIVERY FOB
[X] DESTINATION
[ ] OTHER
(See Schedule if other)

9. CONTRACTOR CODE 03QT6 FACILITY

NAME AND ADDRESS
JACOBS TECHNOLOGY INC.
DALE GATES
1550 N NORMA ST
RIDGECREST CA 93555-2556

10. DELIVER TO FOB POINT BY (Date) (YYYYMMMDD)
SEE SCHEDULE

11. MARK IF BUSINESS IS
[ ] SMALL
[ ] SMALL DISADVANTAGED
[ ] WOMEN-OWNED

12. DISCOUNT TERMS

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
See Item 15

14. SHIP TO CODE

SEE SCHEDULE

15. PAYMENT WILL BE MADE BY CODE N64141

NAVY ERP
NAVAIR WD, CODE J26000D
1 ADMIN CIRCLE
MAIL STOP 1318
CHINA LAKE CA 93555-5000

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/ CALL	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:

ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR | SIGNATURE | TYPED NAME AND TITLE | DATE SIGNED (YYYYMMMDD)

[X] If this box is marked, supplier must sign Acceptance and return the following number of copies: 1

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

** If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.*

24. UNITED STATES OF AMERICA
TEL: (760) 939-9661
EMAIL: deborah.mckellar@navy.mil
BY: Deborah M. McKellar

Deborah McKellar
CONTRACTING / ORDERING OFFICER

25. TOTAL $753,040.00
26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
[ ] INSPECTED [ ] RECEIVED [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | c. DATE (YYYYMMMDD) | d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

f. TELEPHONE NUMBER | g. E-MAIL ADDRESS

28. SHIP NO. | **29. DO VOUCHER NO.** | **30. INITIALS**

[ ] PARTIAL
[ ] FINAL

32. PAID BY | **33. AMOUNT VERIFIED CORRECT FOR**

36. I certify this account is correct and proper for payment.

a. DATE (YYYYMMMDD) | b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

31. PAYMENT
[ ] COMPLETE
[ ] PARTIAL
[ ] FINAL

34. CHECK NUMBER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		2,412	Hours		$243,754.00

ESSM Hardware in the loop support

CPAF - In accordance with section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$243,754.00

ITEM NO	SUPPLIES/SERVICES	AMOUNT
000101	For Navy Accounting purposes only	

CIN: 130018005300001 ACRN AA $50,000.00

PURCHASE REQUEST NUMBER: 1300180053

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		2,412	Hours		$250,105.00

ESSM Hardware in the loop support

CPAF - In accordance with section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$250,105.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		2,412	Hours		$259,181.00

ESSM Hardware in the loop support

CPAF - In accordance with section C of the Performance Work Statement. This task order is severable.

FOB: Destination

ESTIMATED COST	(b)4
BASE FEE	(b)4
SUBTOTAL EST COST + BASE	(b)4
MAX AWARD FEE	(b)4
TOTAL EST COST + FEE	$259,181.00

Section C - Descriptions and Specifications

Performance Work Statement
For
Sparrow/ESSM Hardware-in-the-Loop Support
N68936-08-D-0016
1 October 2010

Applicable Contract SOW Paragraph Numbers: 3.1.1, 3.1.2, 3.1.3, 3.3.1, 3.3.6, 3.6.1, 3.9.1, and 3.9.2.

1.0 **Scope**. The primary scope of this effort is to provide engineering and technical services to help define, develop, and install missile interfaces and develop interim and final documentation for use in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information. These will be used to aid in the analysis, simulation, and validation support of the Sparrow AIM/RIM-7 and Evolved Sea-Sparrow Missile (ESSM) and possible other weapons programs. The primary support effort will be the Sparrow/ESSM Hardware-in-the-Loop (HIL) facility.

1.1 **Background**. The HIL performs flight simulation for the ESSM and Sparrow missiles from pre-launch initialization through target intercept using as much of the tactical missile hardware and software as possible. During simulation, tactical software executes on the missile processor using realistic pre-launch and flight timelines. By utilizing tactical hardware and software in a validated laboratory environment, the HIL strives to obtain the highest fidelity simulations possible short of flight test. The HIL data is generally a highly reliable predictor of flight test success.

This particular mission includes the support necessary for generation of both interim and final plans for testing and laboratory transitions, test procedures, technical reporting, and engineering drawings specific to Sparrow/ESSM. Also included are design, development and integration of RF, digital and analog circuitry, technical laboratory support functions such as laboratory tests, telemetry processing, digital simulation modeling, data analysis software development, process validation, and test data analysis. These functions are all in support of the Sparrow/ESSM mission and for the development and testing of these airborne weapons systems.

2.0 **Applicable Documents.** The most recent versions of the following documents shall be used as guidelines:

a. SECNAVINST 5510.30A, 10 March 1999, Department of the Navy Information / Personnel Security Program Regulation
b. OPNAVINST 5513.3C: Evolved SEASPARROW Missile (ESSM) Security Classification Guide
c. OPNAVINST C5513.02B AIM/RIM-7 Classification Guide
d. DDL Delegation of Disclosure Authority Letter (DDL) for ESSM
e. DoD 5400.7-R, DOD Freedom of Information Act Program, September 1998.

The Government will provide access to weapon and aircraft/ship system related documentation, data definitions and formats needed to perform data processing for the weapons system(s); and to existing Sparrow, ESSM, and other missile system and launch platform documentation available to the HIL program. The Government will provide access to available technical documentation applicable to the Range Mission Tool System.

3.0 **Performance Requirements**.

3.1 General. The Government may require travel and training in support of the tasks described below. Any evaluation tools developed under this contract, or existing tools modified/updated in support of this task, shall become Government property. The contractor shall use the document referenced in 2a as a guideline in regards to all contractor personnel access to classified information. While the Contractor is required to follow established processes referenced in Section 2 throughout this requirement, the Contractor is expected to propose improvements to the processes that result in cost or time savings to the Government.

3.2 Technical Writing. The contractor shall provide laboratory presentation support (view graphs, video tape, instruction, and other materials) for simulation reports and facility documentation. The contractor shall perform technical writing tasks such as studies, analyses, and assessments documentation; planning and project management documentation; publications and articles; technical documentation including system documentation and user manuals, accreditation documentation, meeting agendas, notes, and related documents; and process and procedure documentation. Any technical reports written in support of this task shall be provided to the Technical Assistant (TA).

3.3 Missile Interface. The contractor shall develop required interfaces to the Evolved Sea-Sparrow Missile (ESSM) to integrate the missile into the stand-alone Hardware-in-the-Loop (HIL) laboratory. The Government HIL manager will provide design and interface requirements between laboratory subsystems to the contractor. The contractor shall recommend interfaces to best meet those requirements. The contractor shall obtain approval of the final design requirements from the Government HIL manager prior to their implementation. .

3.4 Fault Isolation Programs. The contractor shall run laboratory diagnostic fault isolation test programs in the laboratory open loop software environment in conjunction with Applied Dynamics International SIMpanel and/or National Instruments LabVIEW graphical user interface software.

3.5 Facility Engineering, Development, Maintenance and Operations. The contractor shall Review and update (in a PC compatible application) current engineering drawings for all laboratory hardware interfaces (1 or 2 times) during the period of performance to reflect current configurations. The Contractor shall present to and obtain approval from the HIL manager for proposed changes prior to implementation. The contractor shall make the configuration documents and floor plans readily available to the HIL manager upon request.

3.6 Advanced Modeling. The contractor shall provide Sparrow and ESSM systems engineering expertise to assist in the development of advanced radio frequency and environmental models for the HIL. Additionally, systems engineering expertise shall assist in the analysis and characterization of missile and laboratory performance issues related to modeling.

3.7 Verification, Validation and Accreditation (VV&A). The contractor shall provide documentation support to assist in the VV&A efforts for the HIL simulations, including but not limited to verification and validation plans and reports. The contractor shall obtain approval from the HIL manager on draft VV&A documentation outlines prior to work commencing.

3.8 Data Analysis and Data Products Generation. The Contractor shall process flight test data by executing a variety of existing data reduction/analysis software during normal working hours. Analysis of missile live-fire and simulation data will be required to determine flight performance and fault isolation. Specific software utilized depends on the type of data to be processed. Current missile data types are ESSM and Sparrow telemetry. Other data types may arise in the future. Any technical reports written in support of this task will be delivered to the government.

3.9 International support. Contractor access to North Atlantic Treaty Organization (NATO) information/documentation is required in support of this task order. The multinational aspects of the ESSM Program necessitates that the ESSM HIL team ensures US national disclosure requirements are met. The Contractor shall be knowledgeable in US technology transfer issues and policies and stay current on US requirements regarding the transfer of information, specifically related to contractor-generated documentation in paragraphs 3.2, 3.7 and 3.8. This includes transfer of information in both hard copy and electronic formats. The contractor shall refer to the documents referenced in 2b through 2e as a guideline for release of information to foreign nationals.

In support of the Theatre and Ballistic Missile Defense program, the contractor may come in contact with foreign nationals. Specific types of data will be designated as "No Foreign/ USA Only". The contractor will be briefed in advance as to what data is releasable to foreign governments. This data will change from mission to mission.

3.10 Reporting and Invoicing. The Contractor shall submit, in accordance with the Basic Contract, the Funds and Labor Hour Expenditure Report, CDRL A002. The hours worked, and costs associated with those hours, shall be segregated, reported and invoiced at the subtask level (e.g. ACRNs/description will be provided in Section G of the T.O.)

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

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE
0001	POP 01-OCT-2010 TO 30-SEP-2011
0002	POP 01-OCT-2011 TO 30-SEP-2012
0003	POP 01-SEP-2012 TO 31-JUL-2013

Section G - Contract Administration Data

FUNDING

In accordance with the clause entitled Limitation of Funds (Apr 84) FAR 52.232-22, the total amount presently available for payment by the Government and allocated to this contract is as shown below. The allotted funding includes estimated cost and award fee for all effort performed.

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NH2C 252 77777 0 050120 2F 000000
COST CODE: A00000575146
AMOUNT: $50,000.00
CIN 130018005300001: $50,000.00

CLAUSES INCORPORATED BY REFERENCE

52.232-22	Limitation Of Funds	APR 1984

Section H - Special Contract Requirements

Special Task Order Requirements

1. The Security level for contractor employees on this task order is Secret.

2. Location of Performance: NAVAIR Pt. Mugu, CA

3. Task Order Points of Contact (at task order award):

   COR (b)6
   TA: (b)6

   Note: Changes to Points of Contact during the performance of this task order are updated via the contractor website, meeting the requirement of contract clause 5252.201-9501.

4. Period of Performance: 01 Oct 2010 through 31 July 2013

5. Overtime:

   a. No more than 15 hours of overtime are available for use on this task order.

   b. All overtime expenditures must be authorized in writing by the TA, COR, and Contracting Officer prior to expenditure of the overtime hours.

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS
Attachment (1) QASP
Attachment (2) DD254 (sent separately)

Quality Assurance Surveillance Plan (QASP)/TASK ORDER EVALUATION DATA

Task Order No. 0048

CONTRACT NUMBER: N68936-08-D-0016	**STARS II**

TASK ORDER TO BE EVALUATED BIANNUALLY

AWARD FEE FACTORS

Performance, Schedule and Cost must add to 100%

PERFORMANCE 50% **(weight)**

PERFORMANCE FOR THIS TASK ORDER MEANS:

- Contractor shall comply with all performance requirements defined in the PWS.
- Contractor technical conflicts/problems/issues are proactively communicated to the Government (no surprises).
- No "special" Government guidance or intervention is required to complete tasking.
- Tasks not performed during the evaluation period will not be scored.

See attached for further details.

SCHEDULE 25% **(weight)**

CRITICAL FACTORS IN THE SCHEDULE ARE:

- Products and/or services delivered on or before agreed-to schedules.
- Contractor schedule conflicts/problems/issues are proactively communicated to the Government (no surprises).
- No "special" Government guidance or intervention is required.

See attached for further details.

COST 25% **(weight)**

COST FACTORS:

- Costs (dollars and labor hours) are within 10% of estimated at time of evaluation (adjusted for deviations caused by the Government or factors beyond the Contractor's control).
- No "special" Government guidance or intervention is required.
- Recommendations for improvements result in cost savings to the Government.

See attached for further details.

EVALUATOR	DATE
(b)6	16 August 2010

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
1) Technical Writing. Develop and deliver accurate and timely reports, presentation input, instructions, and documentation.	See attachment.	• Review and validate contractor documentation and reports
2) Missile interfaces within the ESSM HIL.	See attachment.	• Interface(s) function as expected • Use of GOTS and/or COTS when practical.
3) Fault Isolation Programs.	See attachment.	• Verify the use of SIMPANEL and/or LABVIEW to properly detect and isolate laboratory faults. • Compare with un-isolated faults.
4) Facility Engineering, development, maintenance and operation.	See attachment.	• Verify drawings are current and accurate. • Contact HIL manager to verify contractor response to any hardware moves or changes. • Confirm status of any maintenance or repair items made to contractor.
5) Advanced RF and environment modeling.	See attachment.	• Consult government HIL expert on contractor inputs to modeling related issues.
6) Verification, validation, and accreditation of HIL simulations.	See attachment.	• Review contractor documentation. • Review and validate contractor reports/records/metrics. • Review VV&A approval status when appropriate.
7) Data processing and analysis.	See attachment.	• Verify accuracy of test results by consulting with HIL government personnel. • Verify completion of required flight performance analysis.

Performance Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
8) International support.	See attachment.	• Confirm and international correspondence during the report period. • Verify compliance with NATO technology transfer restrictions.

1) Technical procedures and documentation meet the requirements (PWS Sections 3.2, 3.3, 3.5, 3.7, 3.8, 3.9)
Documents complete at 100% level, =130% satisfaction level, outstanding effort = Award Fee of 96-100%
Documents complete at 99% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Documents complete at 98%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Documents complete at 97%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Documents complete at 95%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Documents complete at 90% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Documents complete at 85%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Documents complete at or below 80% unsatisfactory effort = Award Fee of 0

2) Hardware/Software Interface (PWS Sections 3.2, 3.3)
Level/quality of use at 100%, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Level/quality of use at 98%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Level/quality of use at 96%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Level/quality of use at 94%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Level/quality of use at 92%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Level/quality of use at 90% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Level/quality of use at 85%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Level/quality of use at or below 85% unsatisfactory effort = Award Fee of 0

3) Fault isolation programs (PWS Section 3.4)
Accuracy at 100% level, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Accuracy at 99%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Accuracy at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Accuracy at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Accuracy at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Accuracy at 97% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Accuracy at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Accuracy at or below 96% unsatisfactory effort = Award Fee of 0

4) Facility Engineering, development, maintenance and operation. (PWS Sections 3.5)
Level/quality of use at 100%, = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Level/quality of use at 99%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Level/quality of use at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Level/quality of use at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Level/quality of use at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Level/quality of use at 97% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Level/quality of use at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Level/quality of use at or below 96% unsatisfactory effort = Award Fee of 0

5) RF/Environmental modeling (PWS Sections 3.2, 3.6, 3.7)
Satisfaction level at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction level at 98% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction level at 96% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction level at 95% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction level at 93% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction level at 90% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction level at 85% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction level at 80% = unsatisfactory effort = Award Fee of 0

6) VV&A (PWS Sections 3.2, 3.6, 3.7)
Satisfaction level at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction level at 98% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction level at 96% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction level at 95% = 100-109% satisfaction level, good effort = Award Fee of 80-85%

Satisfaction level at 93% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction level at 90% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction level at 85% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction level at 80% = unsatisfactory effort = Award Fee of 0

7) Data processing and analysis (PWS Sections 3.2, 3.8)
Satisfaction level at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction level at 98% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction level at 96% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction level at 95% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction level at 93% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction level at 90% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction level at 85% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction level at 80% = unsatisfactory effort = Award Fee of 0

8) International support (PWS Sections 3.2, 3.9)
Satisfaction level at 100% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Satisfaction level at 99%= 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Satisfaction level at 98.5%, = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Satisfaction level at 98%, = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Satisfaction level at 97.5%, = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Satisfaction level at 97% ,= 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Satisfaction level at 96.5%, = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Satisfaction level at or below 96% unsatisfactory effort = Award Fee of 0

Schedule Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
Provide solutions that will result in the service or product being performed/completed on or ahead of schedule.	See below.	• Consult with HIL manager on report schedule requirements. • Review and validate contractor reports/records/metrics • Comparison of the delivery dates of the Contractor's products and/or services to the delivery schedule requirements pre-defined by the HIL manager and the RMT Project lead, and the value to the Government of early delivery.

Solutions meet or beat schedule (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8)
Ahead of Schedule 15% of efforts = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Ahead of Schedule 10% of efforts = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Ahead of Schedule 5% of efforts = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Schedule met for 100% of efforts = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Schedule met for 95% of efforts = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Schedule met for 90% of efforts = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Schedule met for 85% of efforts = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Schedule met for 80% of efforts = unsatisfactory effort = Award Fee of 0

Cost Objective	Performance Standard and Acceptable Quality Level	Method of Performance Assessment
1) Ensure effective cost control. Un-billable time kept to a minimum.	See attachment.	• Review/validate contractor reports • Review of actual expenditures against negotiated/planned costs in the TO, using contractor reports.
2) Ensure accurate cost data collection and reporting. Customers are billed correctly and in a timely fashion.	See attachment.	• Review/validate contractor reports • Review of actual expenditures against negotiated/planned costs in the TO, using contractor reports.
3) Ensure that tasks are matched to appropriate skill levels.	See attachment.	• Review/validate contractor reports • Review of actual expenditures against negotiated/planned costs in the TO, using contractor reports.

1) Control of Un-billable time (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, and 3.8)
Un-billable time at 5% = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Un-billable time at 10% = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Un-billable time at 15% = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Un-billable time at 20% = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Un-billable time at 25% = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Un-billable time at 30% = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Un-billable time at 35% = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Un-billable time at 40% = unsatisfactory effort = Award Fee of 0

2) Collection and reporting of cost data (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, and 3.8)
Zero to 1% error rate = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
2% error rate = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
3% error rate = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
4% error rate = 100-109% satisfaction level, good effort = Award Fee of 80-85%
5% error rate = 90-99% satisfaction level, average effort = Award Fee of 70-79%
6% error rate = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
7% error rate = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Greater than 7% error rate = unsatisfactory effort = Award Fee of 0

3) Tasking assigned to appropriate skill levels (PWS Sections 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, and 3.8)
Tasking appropriate 100% of time = 130% satisfaction level, outstanding effort = Award Fee of 96-100%
Tasking appropriate 99% of time = 120-129% satisfaction level, excellent effort = Award Fee of 91-95%
Tasking appropriate 98.5% of time = 110-119% satisfaction level, very good effort = Award Fee of 86-90%
Tasking appropriate 98% of time = 100-109% satisfaction level, good effort = Award Fee of 80-85%
Tasking appropriate 97.5% of time = 90-99% satisfaction level, average effort = Award Fee of 70-79%
Tasking appropriate 97% of time = 80-89% satisfaction level, below average effort = Award Fee of 60-69%
Tasking appropriate 96.5% of time = 70-79% satisfaction level, marginal effort = Award Fee of 50-59%
Tasking appropriate 96% of time or less = unsatisfactory effort = Award Fee of 0