

AWARD/CONTRACT		1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)			RATING	PAGE OF PAGES 1 32	
2. CONTRACT (Proc. Inst. Ident.) NO. N6893617C0057		3. EFFECTIVE DATE 03 Aug 2017		4. REQUISITION/PURCHASE REQUEST/PROJECT NO. SEE SCHEDULE			
5. ISSUED BY CDR NAWCWD CODE 254400D ATTN: (b) (6) 429 E BOWEN RD STOP 4015 CHINA LAKE CA 93555-6108		CODE N68936	6. ADMINISTERED BY (If other than Item 5) DCMA LOS ANGELES 16111 PLUMMER STREET BUILDING 10, 2ND FLOOR NORTH HILLS CA 91343-2036		CODE S0512A		
7. NAME AND ADDRESS OF CONTRACTOR (No., street, city, county, state and zip code) JSL TECHNOLOGIES INC. 1701 PACIFIC AVE STE 270 OXNARD CA 93033-1887				8. DELIVERY [] FOB ORIGIN [X] OTHER (See below)			
				9. DISCOUNT FOR PROMPT PAYMENT			
				10. SUBMIT INVOICES (4 copies unless otherwise specified) TO THE ADDRESS SHOWN IN:		ITEM Block 11	
CODE 56L11		FACILITY CODE		12. PAYMENT WILL BE MADE BY DFAS - COLUMBUS CENTER WEST ENTITLEMENT OPERATIONS PO BOX 182317 COLUMBUS OH 43218-2317			
11. SHIP TO/MARK FOR CDR NAWCWD CODE 780000D (b) (6) (CODE 78G000D) 1 ADMINISTRATION CIRCLE CHINA LAKE CA 93555-6100		CODE N68936	CODE HQ0339				
13. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: [] 10 U.S.C. 2304(c)() [] 41 U.S.C. 253(c)()				14. ACCOUNTING AND APPROPRIATION DATA See Schedule			
15A. ITEM NO.	15B. SUPPLIES/ SERVICES	15C. QUANTITY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT		
SEE SCHEDULE							
15G. TOTAL AMOUNT OF CONTRACT						\$468,204.42	
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CONTRACTING OFFICER WILL COMPLETE ITEM 17 (SEALED-BID OR NEGOTIATED PROCUREMENT) OR 18 (SEALED-BID PROCUREMENT) AS APPLICABLE							
17. [X] CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)				18. [] SEALED-BID AWARD (Contractor is not required to sign this document.) Your bid on Solicitation Number N68936-17-R-0020 including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the terms listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your bid, and (b) this award/contract. No further contractual document is necessary. (Block 18 should be checked only when awarding a sealed-bid contract.)			
19A. NAME AND TITLE OF SIGNER (Type or print)				20A. NAME OF CONTRACTING OFFICER SCOTT C. HANSEN / PROCURING CONTRACTING OFFICER TEL: (760) 939-8295 EMAIL: scott.c.hansen@navy.mil			
19B. NAME OF CONTRACTOR		19C. DATE SIGNED		20B. UNITED STATES OF AMERICA 		20C. DATE SIGNED 03-Aug-2017	
BY _____ (Signature of person authorized to sign)				BY _____ (Signature of Contracting Officer)			

The following have been modified:

STATEMENT OF WORK
STATEMENT OF WORK

Comptroller Group
Financial Workforce Development Support
Statement of Work (SOW)

1.0 SCOPE

The Naval Air Warfare Center Weapons Division (NAWCWD) is the leader in providing innovative, integrated and dominating warfighting effects for Naval, joint and coalition forces whose mission is to execute full-spectrum weapons and warfare systems Research, Development, Acquisition, Test and Evaluation. At the core of NAWCWDs mission, **the Comptroller Group and Program and Business Analysis team members are involved with the day-to-day fiduciary functions as well as providing program analysis of the organization from the Command to the product/project level.**

This SOW is to provide curriculum and course development, classroom instruction, and analysis of business processes **in support of the financial workforce** at the NAWCWD China Lake and Point Mugu, California. Training activities will occur as part of the ongoing Workforce Development Efforts within **the Comptroller Group**. These efforts will occur at multiple venues at both China Lake and Pt. Mugu. The contractor will occupy government work space, will use computers and peripherals at NAWCWD and will not require GFE. The contractor will work on a weekly part-time basis to support scheduled training events. The Government will provide office supplies needed such as paper, pens, etc.

2.0 APPLICABLE DOCUMENTS

The Government will provide all necessary documents not generally available to the Contractor as required. Throughout the life of the contract, if any instruction or document is replaced or superseded, the replacement of superseding instruction or document will be updated and applicable in this SOW with a contract modification. The following applicable documents are located in the NAWCWD online library and the Government will provide contractor access.

- 2.1 Internal Desk Book Procedure
- 2.2 NAVAIR Financial Systems Operating Guidance
- 2.3 Department of Defense Financial Management Regulations
- 2.4 Comptroller Financial Guidance Memorandums
- 2.5 DFAS-CL 1000.3-M Appropriation, Cost and Property Accounting (Field) (formerly NAVCOMPT Manual, Vol. 3, Chapter 6)
- 2.6 SECNAVINST 5238.1C, "Computer Resources Management"
- 2.7 NAWCWPNS Fiscal Policies and Procedures Manual
- 2.8 NAVAIR Financial System Manuals
- 2.9 Joint Federal Travel Regulations/Joint Travel Regulations, latest revision
- 2.10 Defense Travel System Manual
- 2.11 NAVAIR Purchase Card Guidance

3.0 REQUIREMENTS

3.0.1 The Contractor shall perform to the acceptable quality levels defined in paragraph 3.5. The Surveillance Activity Checklist (SAC) attached to the contract is provided for informational purposes only.

3.0.2 The Contractor shall have a high level of expertise with Fiduciary Law, Navy ERP, and applicable documents listed in Section 2.0 to perform the tasking contained herein.

3.0.3 The Contractor shall obtain COR approval prior to going on travel.

3.1 TRAINING CURRICULUM, COURSES AND INSTRUCTION

3.1.1 The Contractor shall analyze and evaluate existing business and financial training curriculum and provide recommendations for improvements. Recommended improvements may include scope, organization, clarity and content. The contractor shall modify, update existing, and create new training curriculum and course content based on current Government policies, guidance and process improvement initiatives. The contractor shall continue the development and maintenance of the training curriculum and deliver the course content library (CDRL A001).

3.1.2 The Contractor shall provide business and financial training courses to employees on an as needed basis.

3.2 BUSINESS & FINANCIAL TRAINING

3.2.1 The Contractor shall coordinate and conduct new hire orientation training, mid and advanced level training, and financial system and analytical training.

3.2.1.1 The Contractor shall provide the employee's instructions on how to understand, analyze and use the data from the Navy Enterprise Resource Planning (NERP) system. The Contractor shall provide real-time training and solutions using the employee's work assignments.

3.2.2 The contractor shall train and provide guidance to the government instructors to train on the business and financial curriculum.

3.3 ANALYSIS OF BUSINESS PROCESSES

3.3.1 The Contractor shall examine and review existing business process approaches and evaluate the employee's developmental and training needs. The contractor shall provide recommendations for improvements within cost and schedule constraints.

3.3.2 The contractor shall collect student training surveys after each class and analyze student feedback. The contractor shall brief the survey results to the government and use the results to provide recommendations to develop long-term training strategies. The contractor shall implement the government approved changes to the business and financial training and curriculum.

3.4 STATUS REPORTS

3.4.1 The Contractor shall prepare a report to describe contractor efforts performed during the reporting period (quarterly) that are identified by milestones or key events, problems encountered, mitigations planned, schedule and financial status, and effort planned during the subsequent reporting period (CDRL A002). The report will also explain the changes in the training curriculum and business processes implemented. This report shall be in narrative form with graphics as appropriate to better define the information.

3.4.2 The contractor shall deliver a final report of all changes in the training curriculum and business processes made throughout the period of performance (CDRL A003).