

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE U	PAGE OF PAGES 1 3
2. AMENDMENT/MODIFICATION NO. 18	3. EFFECTIVE DATE 03-Sep-2010	4. REQUISITION/PURCHASE REQ. NO. VARIOUS	5. PROJECT NO. (If applicable) N/A
6. ISSUED BY NSWC, CARDEROCK DIVISION, PHILADELPHIA NAVSSSES Philadelphia PA 19112-1403 john.woodland@navy.mil 215-897-7767 Ext. 7767	CODE N65540	7. ADMINISTERED BY (If other than Item 6)	CODE S3915A
		DCMA SURFACE COMMUNICATION AND SUPPORT SYSTEMS PHILADELPHIA 700 ROBBINS AVENUE, BLDG. 4-A, P.O. BOX 11427 PHILADELPHIA PA 19111-0427	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) EHS Technologies Corporation 1221 North Church Street Suite 106 Moorestown NJ 08057-1101		9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	[X]	10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-05-D-4309-FD01
		10B. DATED (SEE ITEM 13) 30-Sep-2008
CAGE CODE 1GUU1	FACILITY CODE 009997602	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
SEE SECTION G

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(*)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
[X]	D. OTHER (Specify type of modification and authority) Unilateral Modification – Reference FAR 52.232-22 "Limitation of Funds"

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

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

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Dorothy Jones, Contracting Officer	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		BY /s/Dorothy Jones (Signature of Contracting Officer)	03-Sep-2010

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

1. SCOPE OF WORK

1.1 OBJECTIVE

This statement of work establishes the level of effort required for the furnishing of Integrated Logistics Support Services for Hull, Mechanical and Electrical (HM&E) technical data development, maintenance and management. This support requires the contractor to provide technical data packages and other data support, technical data conversion, distribution of technical data, management of technical data, miscellaneous technical data systems support, data protection, general support of joint logistics products and processes, and the design development, testing and fielding support of joint technical data integration. The overall effort is in support of the following logistic areas: Technical Manual Maintenance Activity Program, Planned Maintenance System/Class Maintenance Plan, Training Services/Curriculum Development, Supply Support, Technical Data Knowledge Management (TDKM) System Functional Expansion and Implementation Support, Technical Data Migration to S1000 Issue 2, MIL-DTL-24784C, New Processes for Organic Life Cycle Maintenance of Technical Data Products, Program Executive Office (PEO) In-Service and Refuel Complex Overhaul (RCOH) Integrated Logistics Support.

1.2 REFERENCES

- (a) MIL-P 24534 PMS Development Specification
- (b) EIA Standard 649 <<http://www.geia.org/836>>
- (c) MIL-PRF-49506 Logistic Management Information <<http://dodssp.daps.mil>>
- (d) MIL-HBK-502 <<http://dodssp.daps.mil>>
- (e) SL790 AC SPN 010 /CMP, Class Maintenance Plan (CMP)
- (f) Provisioning, Allowance & Fitting Out Support (PAFOS) Manual, Chapter 4
<[http://www.nslc.navy.mil/nslcprod/pafos.nsf/current/A4/\\$file/Chapter4.doc](http://www.nslc.navy.mil/nslcprod/pafos.nsf/current/A4/$file/Chapter4.doc)>
- (g) Navy Cals DTD repository <<http://navysgml.dt.navy.mil/repository.html>>
- (h) MIL-DTL-81927 Manuals, Technical: General Style and Format Of (Work Package Concept)
<<http://astimage.daps.dla.mil/quicksearch>>
- (i) MIL-STD-38784(1), Standard Practice for Manuals, Technical: General Style and Format
<<http://astimage.daps.dla.mil/quicksearch>>
- (j) MIL-PRF-87269 Data Base, Revisable - Interactive Electronic Technical Manuals
<<http://astimage.daps.dla.mil/quicksearch>>
- (k) NAVSEA C2 DTD <<http://www.dt.navy.mil/tot-shi-sys/des-int-pro/tec-inf-sys/xml-sgm-rep/rep-dtd/nav-cla-2/index.html>>
- (l) MIL PRF 49506 Logistics Management Information

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- (m) MIL-DTL-24784 Manuals, Technical: General Acquisition and Development Requirements
<<http://astimage.daps.dla.mil/quicksearch>>
- (n) S0005-AA-PRO-010/TMMP: NAVSEA/SPAWAR TMMP Operations and Life Cycle Support Procedures
<<http://nsdsa.phdnswc.navy.mil/tmmp/tmmpdocuments.asp>>
- (o) S0005-AA-GYD-030 Guide for User Maintenance of NAVSEA Technical Manuals
<<http://nsdsa.phdnswc.navy.mil/tmmp/tmmp-documents.asp>>
- (p) S0005-AA-GYD-070 Guide for Quality Assurance of NAVSEA Technical Manuals
<<http://nsdsa.phdnswc.navy.mil/tmmp/tmmp-documents.asp>>
- (q) S0300-AX-GYD-010 Hull, Mechanical and Electrical Equipment/Systems Technical Manual Production and Style Guide
<<http://nsdsa.phdnswc.navy.mil/tmmp/tmmp-documents.asp>>
- (r) S0005-AD-PRO-010 Interactive Electronic Technical Manuals (IETM) Process Plan
<<http://nsdsa.phdnswc.navy.mil/tmmp/tmmp-documents.asp>>
- (s) PMS DTD <http://navysgml.dt.navy.mil/repository.html>
- (t) deleted by Amendment 1 to the solicitation
- (u) NAVICP Internal Instruction 4441.170A COSAL Use and Maintenance Manual
- (v) ATIS Compatibility Testing Procedures
<<http://nsdsa.phdnswc.navy.mil/tmmp/tmmp-documents.asp>>
- (w) Navy E-Learning Content Specifications Version 1.0, Available at
<<http://www.navylearning.com>>
- (x) Sharable Content Object Reference Model (SCORM) Version 1.2 Conformance Requirements. Available at
<<http://www.adlnet.org>>
- (y) NAVEDTRA 130A - Task Based Curriculum Development Manual
- (z) NAVEDTRA 131A - Personnel Performance Profile Curriculum Development Manual
- (aa) NAVSEAINST 4790.8B – Assignment of responsibilities for the PMS Program
- (bb) DOD 4120.24M Defense Standardization Program Policies and Procedures
- (cc) MIL-STD-961E Department of Defense Standard Practice Defense and Program-Unique Specifications Format and Content
- (dd) MIL-STD-962D Department of Defense Standard Practice Defense Standards Format and Content
- (ee) MIL-STD-967 Department of Defense Standard Practice Defense Handbooks Format and Content
- (ff) GSA Federal Standardization Manual
- (gg) NAVSEAINST 4121.3A Technical Standards Policy
- (hh) NAVSEA Technical Standards Procedures
- (ii) NAVSEAINST 4790.8B (Ships' Maintenance and Material Management (3-M) Manual).

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(jj) CINCLANTFLT/CINCPACFLT 4790.3 (Joint Fleet Maintenance Manual (JFFM)).

1.3. REQUIREMENTS

The contractor shall furnish services and products in support of the following programs:

- Technical Manuals
- Planned Maintenance System (PMS)
- Training Services/Curriculum Development
- Supply Support
- Technical Data Knowledge Management (TDKM) System Functional Expansion and Implementation Support
- Technical Data Migration to S1000 Issue 2 and MIL-DTL-24784C
- New Processes for Organic Life Cycle Maintenance of Technical Data Products
- Program Executive Office In-Service and Refuel Complex Overhaul (RCOH) Integrated Logistics Support
- Technical Documentation (Specifications and Standards)
- Software Support for Remedy

1.4 TASK AREAS

The contractor shall provide technical support services in the following areas:

1.4.1 Technical Manual (TM)

The TM branch supports the US Navy Fleet by providing services as the Technical Manual Maintenance Activity (TMMA) for approximately 13,000 NAVSEA HM&E technical manuals. The contractor shall provide technical support services that include developing, updating and maintaining paper legacy TMs and Interactive Electronic Technical Manuals (IETM).

1.4.1.1 Develop TMs

Develop IETMs and hardcopy TMs for selected HM&E ship systems. Paper TMs will be developed using the appropriate references delineated in paragraph 2. IETMs may be developed by authoring in SGML or by sharing of SGML content from already developed SGML tagged TMs. The Government will determine the class of IETM development necessary as delineated in paragraph 1.2, reference (k). Paragraph 1.2, references (h) through (r) will be used for IETMs. For each TM task, the Government will furnish the Contractor with the latest TMCR to identify what is required. Specific TM and IETM guidance is contained in but not limited to guidance found at <<https://nsdsa2.phdnswc.navy.mil/>>. NSWCCD-SSES internal procedures will be furnished as required.

1.4.1.2 Update/Maintain TMs

Revise and change IETMs and hardcopy TMs to reflect Technical Manual Deficiency Evaluation Reports (TMDERs), NAVSEA/NSWCCD advisories and trip reports, hardware configuration changes resulting from

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alteration installations, and improvement and standardization programs via paper or electronically. Convert paper copies of TMs to SGML files, as required, using the latest or required version of the NAVSEA C2 DTD, reference (k). The Contractor shall use the latest version of ArborText to edit the SGML files if required, publish using NAVSEA Publishing System and provide a linked PDF file. Update SGML files using the latest version of ArborText editor and Content@ to reflect issued TM changes. All updates shall be performed using the NSWCCD-SSES JCALS server and modifying the instance or instances of the SGML file required. Perform and track data collection efforts for items such as TMs and logistic support technical documentation. Duplication of thousands of data items is required. Sources for data collection of TMs will be identified as GFI. Develop drawings and illustrations on Computer Aided Design (CAD) networks that are compatible with Navy Computer Aided Logistic Support (CALs) requirements. Develop other drawings using industry standard drafting techniques. All CAD source files are to be delivered to SSES.

1.4.1.3 Technical Manual Deficiency Evaluation Reports (TMDERs)

Develop and update Technical Manuals as a result of TMDERs. In most cases, technical resolution will be provided as GFI to complete TM update. Contractor may be requested to perform a technical review in certain cases. Unclassified TMDERs may be sent via three different electronic methods. NSWCCD-SSES will forward via email or Remedy, or request contractor download at <https://nsdsa2.phdnswc.navy.mil/tmder/tmder-generate.asp?lvl=1>. NOFORN/Confidential TMDERs will be forwarded as paper copies.

1.4.2 Planned Maintenance System/Class Maintenance Plan (PMS/CMP)

The PMS/CMP program is used throughout the US Navy Fleet to maintain the reliability of installed equipment by providing maintenance procedures for shipboard equipment. This program provides support as in-service engineering authority for HM&E shipboard systems, and is responsible for the technical content of PMS/CMP procedures for shipboard equipment. Personnel supporting the PMS Program are required in reference (aa) to be RCM certified in accordance with the type of support task they are to perform.

1.4.2.1 Develop PMS/CMP

Develop Planned Maintenance System (PMS) Maintenance Index Pages (MIPs) and Maintenance Requirements Cards (MRCs) using Reliability Centered Maintenance. Products are to be submitted using the current approved PMS SGML editor for HM&E ship systems. Develop Class Maintenance Plan (CMP) tasks for HM&E ship systems. PMS specific guidance is contained in, but is not limited to the following:

- MIL-P 24534A PMS Development Specification dated 7 May 1985
- CMP specific guidance is contained in NAVSEA Tech Spec
- SL790 AC SPN 010 /CMP, Class Maintenance Plan (CMP) preparation for surface ships.
- NAVSEAINST 4790.8B (Ships' Maintenance and Material Management (3-M) Manual). Reference (ii)
- CINCLANTFLT/CINCPACFLT 4790.3 (Joint Fleet Maintenance Manual (JFFM)). Reference (jj)

1.4.2.2 Update PMS/CMP

Update PMS/CMP (using NPE for PMS) in accordance with the following:

- Directions for Preparing Responses to PMS Technical Feedback Reports (CDNSWC publications)
- MIL-P 24534A PMS Development Specification dated 7 May 1985
- NAVSEA Tech Spec SL790-AC-SPN-010/CMP, Class Maintenance Plan (CMP) preparation for surface

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ships.

1.4.2.3 PMS Technical Feedback Reports (TFBRs)

Develop and update PMS documentation and MIP/MRC packages. Review, develop and document responses to fleet inquiries and feedbacks.

- Develop new MIP/MRCs using classic Reliability Centered Maintenance (RCM) methodology.
- Use back-fit RCM for revising existing MRCs.
- Provide the RCM documentation.
- Develop and/or revise print-ready artwork (illustrations and figures).

1.4.3 Training Services/Curriculum Development

Training services will require development of, and modifications to, existing Authoring Instructional Material (AIM) I and AIM II software based curricula; Equipment Facility Requirements (EFR) development; Navy Training System Plans (NTSP) development and modification; performing course analysis on existing training and on proposed training; Computer Based Training (CBT)/Interactive Courseware (ICW) Development and modification; development of training on Electronic Media such as PowerPoint or similar software; converting existing training media from Analog to Digital; Reproducing or duplicating of electronic training media. The contractor may also be tasked to provide Technical Training Equipment (TTE) in support of curriculum development efforts. The contractor may also be tasked to provide logistical support personnel to audit training courses, training manuals, and training aids at the various Navy schools.

1.4.3.1 Authoring Instructional Material AIM I and AIM II format curriculum development:

The contractor shall provide AIM I and AIM II curriculum development and be familiar with development of curriculum under NAVEDTRA 130A and NAVEDTRA 131A, references 3.1 and 3.2 respectively. Personnel will produce Training Project Plans (TPP); Resource Requirements Lists (RLL); Course Training Task Lists (CTTL); Learning Objectives (LOs); Knowledge Tests and Test Plans; Training Course Control Documents (TCCD); Curriculum Outlines of Instruction (COI); Course Master Schedules (CMS); Lesson Plans (LP); Trainee Guides (TG); and be familiar with front end analysis (FEA).

1.4.3.2 Equipment Facility Requirements (EFR)/Navy Training System Plans (NTSP)

The contractor shall provide the development/modification of NTSP's and EFR's as required for training development.

1.4.3.3 Course Analysis.

The contractor will conduct Front End Analysis for existing courses as well as be familiar with current Advanced Distributive Learning initiatives such as the Shareable Content Object Reference Model (SCORM) and the Navy ELearning Network as specified in references (w) and (x).

1.4.3.4 Computer Based Training (CBT)/ Interactive Courseware Development (ICW)

The contractor shall provide specific CBT/ICW development software packages to include (but not limited to) a proficiency in the following programs: Macromedia Authorware, Dreamweaver, Director and Flash; AutoDesk 3DStudioMax, 3DStudioViz, and Autocad; Newtek Lightwave; Adobe Premier, Photoshop, and Acrobat. Experience in all listed programs is a requirement. CBT's must meet the requirements of references (w) and (x). In addition to the above programs, the contractor shall possess proficiency in the

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following areas:

- Real-Time 3D interactive
- Dimensional Models and Animations
- AutoCAD model generation and polygon optimization for "Real Time" deployment.
- Dimensional Animations and Simulation
- HTML/XML content
- SCORM standards for HTML and Authored content
- Digital Video Capture, Editing, and Delivery
- Analog to Digital Conversion (video, audio)
- Digital Audio Editing (e.g. voice over video)
- DVD development, and production
- CD-ROM development and production

1.4.3.5 Electronic Classroom Training Aid Development.

The Contractor shall provide conversion of AIM I and AIM II developed curriculum to an electronic format. This electronic format shall be displayable without the use of proprietary programs and be integrated with Interactive Electronic Technical Manuals (IETMS). Navy Instructors must be able to modify Instructor Guides and Electronic Media (e.g. photos, personalization text) without programming knowledge. Content for the training aids will be of the same type as found in paragraph 1.4.3.4.

1.4.3.6 Analog to Digital Conversion of Existing Products.

The contractor will convert current VHS, Beta, and other Analog format media to Digital Format deliverable on CDROM or DVD. This effort may require digital editing, layout, and storyboarding of both video and audio. Reproducing /Duplicating of Media will also be a requirement.

1.4.3.7 Technical Support

The contractor shall provide various areas of logistics and training support performed by technical support personnel such as Sr. Level Technical Experts such as Master Training Specialists, Sr. Logisticians, Sr. Instructors, etc.

1.4.3.8 Training Logistics Support

The contractor shall provide Training Logistics support as required to support NSWCCD-SSES Philadelphia. Logistics support will include auditing of training courses, training manuals and training aids, inventory and storage of TTE, as well as metrics support to measure effectiveness of training.

1.4.3.9 Navy Training System Plans (NTSPs)

The contractor shall provide support as required to support NSWCCD-SSES Philadelphia with the review, update, and/or development of Navy Ship Class and System NTSPs. The contractor shall update Class or

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system NTSPs in accordance with the Navy Training Requirements Documentation Manual (NTRDM).

NTSPs identify manpower and training needs, concepts, strategies, and resources that are needed to guide the Manpower, Personnel and Training (MP&T) program through the Initial Training phase (Program Manager responsibility), and the resources that are needed to support Life Cycle training (NETC responsibility). The contractor shall work with the Program Office, Resource Sponsors, and the Navy's MP&T team to develop required documents.

1.4.4 Supply Support

Provide engineering, technical and logistics support to NSWCCD, Philadelphia, in the support of forces afloat fleet maintenance philosophies, to identify and resolve material condition discrepancies; logistics discrepancies; and support for the update and maintenance of configuration data for upload to the Weapons System File. These services are required in support of the construction, overhaul, modernization or repair of shipboard Hull, Mechanical and Electrical (HM&E) systems and life cycle maintenance of logistics documentation.

1.4.4.1 Allowance Parts Lists (APL) Development:

The contractor shall review Provisioning Parts Lists (PPL) submissions, conduct research to confirm the validity of the information received, and resolve the discrepancies or deficiencies by developing and submitting modifications to PPLs in order to develop Allowance Parts Lists (APLs) for shipboard equipment in support of new construction and overhaul programs.

The contractor shall review Statements of Prior Submission (SPS) with Change submissions, conduct research to confirm the validity of the information received, and resolve the discrepancies or deficiencies by developing and submitting modifications to PPLs, to develop an APL to support shipboard equipment for various new construction and overhaul programs.

1.4.4.2 APL Maintenance:

The contractor shall review Fleet reports, message traffic, and/or Remedy issues to identify APL discrepancies. The contractor shall develop draft response and develop PPLs (as required) to correct APL deficiencies. The contractor shall identify APL discrepancies by reviewing 3M data identifying the material received by the Fleet. The contractor shall develop PPLs to add maintenance significant items that are not currently listed on APLs to the appropriate APL.

1.4.4.3 Alteration APL Support and Configuration Status Accounting:

The contractor shall develop APLs for shipboard equipment installed by alterations managed by NSWCCD-SSES. Review ship level drawings to identify APL worthy equipment installed or removed during the installation, obtain Engineering Data For Provisioning (EDFP) for APL worthy equipment, develop PPLs using the Interactive Computer Aided Provisioning System (ICAPS) for APL worthy equipment. The contractor shall review ship level drawings to determine the configuration changes required to support the alteration, develop CDMD-OA workfiles to update the ship's configuration with changes (add or delete APLs from the ship's configuration), and review the configuration files to ensure that the Configuration Data Managers (CDMs) process the changes.

1.4.5 Technical Data Knowledge Management (TDKM)

Technical Data Knowledge Management (TDKM) System Functional Expansion and Implementation Support extend TDKM capability to support the development, delivery and maintenance of ATIS-based engineering drawings, associated core Advanced Technical Information System (ATIS) index files, and the supporting Ship's Drawing Index (SDI). This work is estimated to involve 50% system engineer, 15% program manager, and 35% systems analyst with 25% travel to Philadelphia.

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- Develop and prototype extensions of the TDKM Retailer to support TDKM and Shipboard Non-tactical Application Delivery Interface System (SNADIS) retail functionality at user work site not serviced by connected computer outlets. This includes configuration-managed synchronization, secure on-line connectivity, and device-specific data authentication for various types of mobile devices capable of being operated on Naval ships.
- Develop and prototype Dynamic Data Reuse technology which permits TDKM distribution and knowledge management of two versions of technical data objects, one the original source version and the other an alternative rendering of that source for purposes of reuse; and to maintain a two way automated mapping between the two versions so as to maintain the synchronization of the content of two versions when changes or edits are made to either of the versions. Develop separate capability to operate on the TDKM Document Operations Center (DOC) and on the TDKM Retailer.
- Conduct future-looking concept development and feasibility analysis for expansion of the TDKM core infrastructure software. Document a Proposed Concept of Operations (CONOPS) and feasibility reports. Develop recommendations for future expansion of TDKM to meet anticipated Navy requirement to support shipboard units with expanded technical data content and other resources.
- Extend the functionality of the Document Operations Center (DOC) of the TDKM wholesaler beyond existing core document storage and retrieval capabilities.
- Provide an extended TDKM capability as an operational component of Distance Support.

1.4.6 Technical Data Migration to S1000 Issue 2 and MIL-DTL-24784C

- Analyze and apply methods and approaches for converting NAVSEA IETMs to S1000D format.
- Convert selected surface IETMs to S1000D format, identify technical problems and issues, and provide recommendations for future conversion efforts.
- Convert selected submarine IETMs to S1000D format, identify technical problems and issues, and provide recommendations for future conversion efforts.
- Assess the suitability of S1000D training requirements to support technical training products.
- Evaluate and apply emerging/advanced data conversion concepts and support for military IETMs including validation of converted products.
- Analyze and apply methods and approaches for converting NAVSEA IETMs to MIL-DTL-24784C format.
- Convert selected surface IETMs to MIL-DTL-24784C format, identify technical problems and issues, and provide recommendations for future conversion efforts.

1.4.7 New Processes for Organic Life Cycle Maintenance of Technical Data Products

- Develop a common approach to develop, deliver and maintain emerging vector graphic capabilities (e.g. Computer Graphics Metafile (CGM), Scalable Vector Graphics (SVG)) into Navy IETMs.
- Extend Navy content@ Content Management System capabilities to more closely integrate with the TDKM architecture and functionality.
- Evaluate and apply emerging/advanced electronic publishing concepts and support for military IETMs.
- Provide logistics processes expert technical support to NAVSEA Philadelphia to improve Logistics

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processes and Logistics Information Technology (IT) systems for the life cycle management of Navy Logistics Technical Data to enable the effective and efficient management of Logistic Technical Data and to prepare for the transition to Navy ERP. Assist NAVSEA Philadelphia in support to the Echelon I and II Functional Area Manager and Functional Data Manager. Provide Subject Matter Expert (SME) support for all aspects of technical data development, maintenance and distribution.

- Provide expert technical support for the maintenance of and enhancement to the Navy's Publishing Application (NPA) at NAVSEA Philadelphia for authoring and publishing capabilities related to the Navy's Technical Manuals (TMs), the Planned Maintenance System (PMS) and the Engineered Operating Sequencing documentation. Based on user input and ever changing requirements, the Navy needs to continuously maintain and update the NPA. These enhancements are required to provide additional capabilities to the user community. Specific efforts include: merge in new Technical Data types requiring customizations of DTDs; provide upload WEB capability for PMS data; develop links to and integration with the Navy Enterprise Resource Planning (ERP) application; custom tools maintenance; train new users; provide for the conversion for Standard Generalized Markup Language (SGML) content to Extensible Markup Language (XML) content; modify XML Professional Publisher (XPP) to provide same outputs from XML (XSLT's) as previously done for SGML; navigation aid for the web client ("bookmark"); concatenated export to PC via the thin client; test and validate all software enhancements to the NPA.

1.4.8 Program Executive Office In-Service and Refuel Complex Overhaul (RCOH) Integrated Logistics Support (ILS)

1.4.8.1 In-service Carrier Life Cycle Integrated Logistic Support.

Naval Surface Warfare Center, Carderock Division Ships System Engineering Station (NSWCCD-SSSES) is tasked with supporting the Program Executive Officer (PEO) for Aircraft Carriers and the construction and life cycle management of aircraft carriers for the Navy. Document and validate configuration and logistics changes throughout the life cycle of the ship. Review/complete Alteration ILS Certifications. Ensure logistics elements are available and provided to meet required logistics milestones.

1.4.8.1.1 Construct and maintain SHIPALT ILS Summary chart

Compare to the Authorized Work Package and identify any discrepancies to CALICo for clarification.

- Compare to Program Executive Officer, Aircraft Carriers, Non-Nuclear Authorization Letters, SPM Tasking Letters, SPM Guidance Letters and identify any discrepancies to CALICo for clarification.

- Compare to Plan Schedule and identify any discrepancies to CALICo for clarification.

- Compare to Modernization Readiness Assessment Chart and identify any discrepancies to CALICo for clarification.

1.4.8.1.2 Validate the Integrated Logistic Support (ILS) Certification sheets, for each SHIPALT aligned to the ships hull (for the specific availability) for the following areas and revalidate all ILS Certification sheets as required using the applicable following areas following disapproval or exception:

- Extract Bill Of Material (BOM) listings (includes both GFE and IAF) from Ship Installation Drawings to support validation of logistically significant material ILS products.

- Verify/Review development of Technical Manuals (TMs) by checking Technical Data Management Information System (TDMIS) online, Naval Sea Data Support Activity database website to determine TM status and Technical Management Identification Numbering System Requests (TMIN-Rs).

- Verify/Review/Develop Maintenance Planning via the Navy Planned Maintenance System (PMS) CD and MIS system. Determine PMS alignment for each maintenance requirement.

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- Review Support and Test Equipment Requirements by verifying the Test Equipment Management Information System (TEMIS) to determine ships Ship's Portable Electronic Test Equipment Requirements Lists requirements.

- Analysis of Training Requirements by verifying the Catalog of Navy Training Courses to identify courses applicable to that equipment.

- Verify/Review/Develop Configuration Overhaul Planning data in Configuration Data Management Database – Open Architecture (CDMD-OA). Validate Allowance Parts List (APL) in CDMD-OA.

- Review Component Characteristics File to validate correct component identification.

- Use the information in the Bill of Material from drawings (identified in Plan Schedule) to identify equipment part number and using Weapon System File, USA-Information Systems to cross to National Stock Numbers/Allowance Parts Listing.

- Validate Software requirements for each alteration were applicable using AIT submitted ILS Certifications.

- Review Onboard Repair Parts and Maintenance Assistance Modules to determine specific requirements for each alteration using AIT submitted ILS Certifications.

1.4.8.1.3 Assist the CALICo with the following:

- Tracking the overall performance and capabilities of the Logistics Product Delivery System (LPDS).

- Providing recommendations to modifications to the logistics packages, based on independent ILS Certification reviews and ILS Risk Assessments.

- Conducting preliminary and baseline review of ILS Worksheets for alterations on a specific ship in a specific availability.

- Providing supporting documentation to PMS 312 to support SPM ILS Certification Process providing status reports and improvement suggestions to PMS 312 concerning the LPDS performance.

- Attend any designated meetings representing PMS 312L and/or CALICo concerning ILS Process.

1.4.8.1.4 Provide CALICo assistance and support with the A-4 SHIPALT ILS Certification process and the A-5 Readiness to Start with execution activities (i.e. PARMs, NSWCCD-SSES, SPAWAR, NAVAIR, etc).

1.4.8.1.5 Draft, develop, review logistics documents and prepare proposed responses for issues as assigned.

1.4.8.1.6 Develop and maintain "SHIPALT ILS Summary Chart" List for each ship's availability that will outline the status of all ILS requirements in "red", "yellow" or "green" to provide a programmatic overview for each ship.

1.4.8.1.7 Develop and maintain "ILS Counts" lists for each ship's availability.

1.4.8.1.8 Develop and maintain Ship ILS Overall status Pie Charts and Line Graphs.

1.4.8.2 Refueling Complex Overhaul (RCOH) Integrated Logistic Support.

Naval Surface Warfare Center, Carderock Division Ships System Engineering Station (NSWCCD-SSES) is tasked with supporting the Program Executive Officer (PEO) for Aircraft Carriers and the construction and

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life cycle management of aircraft carriers for the Navy. The contractor shall support the Refueling Complex Overhaul (RCOH) by providing manpower and technical services for process engineering and technical support for ship-specific project management teams consisting of government, military and contractor personnel. Support shall be provided to authorized teams for process documentation and improvement methods and training, integrated program and project leadership team operations, RCOH planning and execution strategies, and analytical process reviews and measures. The collective effort of the teams serves as broad repository of the combined knowledge base of the participants. As such, the support team shall be required to organize, manage, maintain and retrieve the records of individual teams and draw from them to anticipate future support requirements. These historical records of each project shall be reviewed and considered for inclusion in the RCOH Program Management Plan and other Program Office documentation as a legacy for subsequent availabilities. The following tasks shall be performed in support of RCOH. It is anticipated that the completion of planning efforts on one project will correlate to the commencement of planning for the next project, however it is desirable to share resources between the efforts to maximize knowledge gained from project to project and ensure that information is consistent across the efforts. A team of support personnel shall assist team leaders in meeting prescribed team objectives by helping to execute strategic plans developed by each team during their orientation workshop, developing and publishing agendas, facilitating team meetings, conducting training in decision-making and process analysis tools, recording team activities (technographic services such as taking minutes, drafting process diagrams, preparing graphic diagrams, etc.) and maintaining team records such as minutes, action items and key decisions.

1.4.8.2.1 Support to Planning Project Teams during the first phase of planning for RCOH by advising the Deputy Assistant Program Manager (DAPM) on the desired approaches to be used and the Government expectations for the project. This Government-only team performs strategic planning for their assigned project and sets the strategic direction. Contractor support to this team shall consist of assisting the DAPM in setting and publishing an agenda, developing project planning products such as strategic initiatives, planning timelines, and documenting team discussions, decisions and outcomes. Major planning functions to be supported include:

- Contract, Work Definition
- Schedule
- Ship-specific; and Budget Management.

1.4.8.2.2 Subordinate teams will be required to further support each of these functional areas in process identification, documentation, management and performance measurement.

1.4.8.2.3 Support to Execution Project Teams.

Execution teams will be aligned to similar requirements (Leadership, Management and Task focused) and will focus primarily on the execution of the work package developed in the planning phase. Additional teams will be required in data management, logistics support and performance metrics at an over-arching project level. The emphasis of the Leadership team will focus on Quarterly Performance Reviews (QPRs) and weekly progress meetings with the Ship's Commanding Officer and crew.

1.4.8.2.4 Support to Program Office Teams.

The contractor shall serve in an advisory and support capacity to the RCOH Program Office to provide standardization of team efforts across projects and attain consistency within the Program. Support to the Program Office will include:

- Drafting and publishing team-related reports and briefing materials
- Recommendations for improvements

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- Conducting analytical studies such as cost-benefit analyses, process performance evaluations, and programmatic improvements

1.4.8.2.5 The contractor shall provide technical, facilitator, and/or administrative support to Government-only working groups directly supporting the Program Office. Specific Program Office support shall be provided to review teams who review and prepare contractual documents for the RCOH projects, Technical Assessment Review (TAR) teams, and Program Management Plan (PMP) maintenance efforts. The contractor shall also provide technical support to the DAPM by researching team records and drafting reports and/or providing commentary on proposed project and/or program initiatives.

1.4.8.2.6 The contractor shall provide training support for:

- RCOH Indoctrination Briefing Literature. The contractor shall develop and maintain a current brief depicting the overarching objectives of the RCOH Program, as defined in the PMP as well as a set of specific briefing materials for each active RCOH project. The project-specific briefs will identify specific initiatives unique to that project that are not addressed in the RCOH Program Brief. The contractor shall deliver periodic indoctrination briefing sessions to ensure all personnel working in active RCOH projects have received a general orientation to the RCOH Program and their assigned project(s).

- Team Orientation Workshop. The contractor shall develop and deliver an orientation workshop for each authorized team as a means of organizing the team around a prescribed set of objectives and requirements. The workshop shall minimize the use of theoretical team building models/exercises and be customized to the specific tasks assigned to the team. At the end of the workshop, team members should have a clear understanding of the assigned task(s) and how they relate to the overarching mission of the specific project.

1.4.9 Technical Documentation (Specifications and Standards)

1.4.9.1 Support to modify existing technical standards including, but not limited to, Defense Standardization Program (DSP) documents, Technical Manuals/Publications, Naval Ships' Technical Manuals (NSTMs), NAVSEA Standard and Type (S&T) Drawings, and Design Data Sheets (DDSs).

1.4.9.2 Develop, revise, and maintain technical standards, tools, and process.

This includes the development and revision of NAVSEA specifications and standards in accordance with NAVSEA and the Defense Standardization Program (DSP) requirements; and technical publications, NAVSEA instructions in accordance with NAVSEA requirements listed in references (bb) - (hh).

1.4.9.3 The contractor shall develop/revise and process technical standards, including but not limited to, Defense Standardization Program (DSP) documents, Technical Manuals/Publications, Naval Ships' Technical Manuals (NSTMs), NAVSEA Standard and Type (S&T) Drawings, and Design Data Sheets (DDSs), in accordance with NAVSEA requirements for document processing and document format and content. The contractor shall develop/revise all documents in MS Word, unless the format and content requirements document indicates differently, and shall format all documents in accordance with the respective format and content requirements document. The contractor shall complete each document development/revision task up to and including document publication in the appropriate publication repository.

1.4.9.4 This task requires extensive experience with developing/revising and processing Defense Standardization Program (DSP) documents in accordance with DoD and NAVSEA requirements, and developing/revising and processing Technical Manuals/Publications, Naval Ships' Technical Manuals (NSTMs), NAVSEA Standard and Type (S&T) Drawings, and Design Data Sheets (DDSs) in accordance with NAVSEA requirements. This experience shall include recent (within the past 3 years) development/revision and processing of at least four (4) of the above NAVSEA types of technical standards. Performance of this task will require successful completion of the Defense Acquisition University's Defense Specification Management Course (PQM 103) by approximately 75% of the workforce supporting this task.

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1.4.10 Software Support for Remedy

1.4.10.1 Support for maintenance and upgrade of the ILS Track software program. The ILS Track software system will keep track of ILS activities for the ILS products including EOSS, COSAL, Technical Manuals, PMS and Technical Documentation. This application is implemented on the Remedy based system currently installed for LCM tracking. Support is required to enhance the ILS Tracking Application on the existing Remedy system.

1.4.10.2 Support will include installation of the proposed application changes into the ILS Track development server for testing and acceptance. Once it is accepted by users, support will be provided to deploy on the production server.

1.5 PRODUCT/DELIVERABLES

1.5.1 Deliverables under this task order will include:

1.5.1.1 Monthly Status Report to be formatted as required by the Government to include at a minimum the following information:

- Provide status of each major tasking.
- Weekly Activity Logs in a format as required by the Government.
- Provide 316 SHIPALT ILS Summary Reports.
- Provide 116 MRA/Summary SHIPALT ILS Summary Report comparisons.

1.5.1.2 Supply Support deliverables to include the following:

- PPLs for new APL development
- PPLs for APL updates
- CDMD-OA workfiles
- Draft responses to APL update inquiries
- Monthly Task order status report

1.5.1.3 The contractor shall provide the start-up plan to fully perform within 30 days of the issuance of a technical instruction requesting a start-up plan.

1.5.2 Due dates for deliverables will be established between the contractor and the Task Order Manager (TOM) by technical instructions.

1.5.3 All data deliverables submitted will be "draft" deliverables that are subject to the review and approval of the TOM before the deliverable is accepted. Unless otherwise specified, the Government will utilize a maximum of ten (10) working days from the day drafts deliverables are received to review the document, provide comments back to the contractor, approve or disapprove the deliverable(s). The contractor will also have a maximum of five (5) working days from the day comments are received to incorporate all changes and submit the final deliverable to the Government. All days identified below are intended to be workdays unless otherwise specified. All deliverables shall be submitted to the TOM. In addition to the deliverables previously discussed, the following data deliverables shall be submitted to the TOM:

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Report Name	1st Submission Date	Subsequent Submission Date
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SCHEDULES	15 DATO	ASREQ
MANAGEMENT PLANS	15 DATO	ASREQ
CONFERENCE	ASREQ	ASREQ
AGENDA/MINUTES		
STUDIES	ASREQ	ASREQ
STATUS REPORT	15 DATO	MONTHLY
CONTRACT FUNDS	45 DATO	MONTHLY
STATUS REPORT		
PERFORMANCE BASED	3 MO PRIOR TO END	NA
STATEMENT OF WORK	OF TASK ORDER	
QUALITY ASSURANCE	3 MO PRIOR TO END	NA
PLAN (QAP)	OF TASK ORDER	

ASREQ - As required by Technical Instruction/s issued by the TOM

1.5.4 Inspection and Acceptance Criteria

Final inspection and acceptance of all work performed, reports and other deliverables will be performed at the place of delivery by the TOM.

1.5.5 General Acceptance Criteria

General quality measures, as set forth below, will be applied to each work product received from the contractor under this statement of work (SOW).

Accuracy - Work Products shall be accurate in presentation, technical content, and adherence to accepted elements of style.

Clarity - Work Products shall be clear and concise. Any/All diagrams/text shall be easy to understand and be relevant to the supporting narrative.

Consistency to Requirements - All work products must satisfy the requirements of this statement of work.

File Editing - All text and diagrammatic files shall be editable by the Government.

Format - Work Products shall be submitted in hard copy and in media (SGML, CGM or PDF) mutually agreed upon prior to submission. Hard copy formats shall follow any specified Directives or Manuals.

Timeliness - Work Products shall be submitted on or before the due date specified in this statement of work or submitted in accordance with a later scheduled date determined by the Government.

1.5.6 Quality Assurance

Acceptance: The TOM will review, for completeness, preliminary or draft documentation that the Contractor submits, and may return it to the Contractor for correction. Absence of any comments by the TOM will not relieve the Contractor of the responsibility for complying with the requirements of this work statement. Final approval and acceptance of documentation required herein shall be by letter of approval and acceptance by the TOM. The Contractor shall not construe any letter of acknowledgment of receipt material as a waiver of review, or as an acknowledgment that the material is in conformance with this work statement. Any approval given during preparation of the documentation, or approval for shipment shall not guarantee the final acceptance of the completed documentation.

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1.5.7 All products, documentation, data files and masters for products/reports etc. developed to support this task are the property of the government and shall be turned over to NSWCCD-SSES Code 9460, upon request or completion of this task. Contractor user IDs, Passwords, and needed access for completion of this task will be coordinated through the TOM.

2.0 PLACES OF PERFORMANCE/TRAVEL REQUIREMENTS

2.1 Places of Performance

2.1.1 The majority of the work shall be performed at the Contractor's site. Services may be provided off-site, on-site, or a combination of, depending on program requirements and shall be specified by the TOM.

2.1.2 Some work will require visits to industrial areas and onboard ships for ship checks, validations and technical assessments. The vast majority of this work is accomplished in-port but may require isolated underway periods.

2.2 Travel may be required to the following locations for:

Developing TMs - Travel will be required to Newport News, VA; Bangor, Washington; and Philadelphia, PA.

Reason - Ships must be visited during development of some technical manuals to see/operate the equipment and where it is installed to get the knowledge that goes into the manuals. Travel will be required to:

TDKM System Functional Expansion and Implementation Support. - Travel will be required to Philadelphia, PA

Technical Data Migration to S1000D Issue 2 and MIL-DTL-24784C. - Travel will be required to Philadelphia, PA

Training Services/Curriculum Development - Travel will be required to San Diego, CA; Chicago, IL; and Norfolk, VA. San Diego and Norfolk have the ships where photos and video will be collected. Chicago has the main Navy training facility.

3.0 MATERIALS

Materials required for the tasking will be identified under individual technical instructions.

4.0 Government Furnished Information/Material

The Government will provide the contractor with all information, including deadlines and government proprietary data to complete the task in a timely manner.

5.0 PERIOD OF PERFORMANCE

The period of performance for the resultant task order shall be from the date of the task order through five (5) years thereafter.

6.0 SECURITY REQUIREMENTS - UNCLASSIFIED (No Security Requirements)

7.0 PERFORMANCE EVALUATION

The contractor will be evaluated in the performance of this order on criteria of Technical Manual, Planned Maintenance System/Class Maintenance Plan, Training Services/Curriculum Development, Supply Support,

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and Program Executive Office In-Service and Refuel Complex Overhaul (RCOH) Integrated Logistics Support as described below. The category weighing factors are 20% for Technical Manual, 20% for Planned Maintenance System/Class Maintenance Plan, 20% for Training Services/Curriculum Development, 20% for Supply Support, and 20% for Program Executive Office In-Service and Refuel Complex Overhaul (RCOH) Integrated Logistics Support. The Contractor will be notified of any changes in the evaluation criteria as well as any adjustments to the weighing of tasks, if any, prior to the commencement of each evaluation period. Unsatisfactory performance under a task may result in an increased weighting for that task in subsequent evaluation periods. (See Clause CAR-H09 in Section H)

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SECTION D PACKAGING AND MARKING

HQ D-2-0008 MARKING OF REPORTS (NAVSEA) (SEP 1990) All reports delivered by the Contractor to the Government under this contract shall prominently show on the cover of the report:

- (1) Name and business address of the Contractor
- (2) Contract number
- (3) Task order number
- (4) Sponsor: Naval Surface Warfare Center, Philadelphia Division
ATTN: Thomas Konen/Code 9460
5001 South Broad Street
Philadelphia, PA 19112-1403

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SECTION E INSPECTION AND ACCEPTANCE

The inspection and acceptance shall be performed at destination by:

Thomas Konen, Code 9460
Naval Surface Warfare Center, Philadelphia Division
5001 South Broad Street
Philadelphia, PA 19112-1403

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SECTION F DELIVERABLES OR PERFORMANCE

52.211-8 TIME OF DELIVERY (JUN 1997)

The Government requires delivery to be made according to the following schedule:

ITEM NO.	QUANTITY	AFTER EFFECTIVE DATE OF TASK ORDER
1000 & 3000	ALL	Five years after the effective task of the task order (providing that the order is fully funded)

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will serve as the Evaluation Official, and the Task Order Manager (ToM).

(1) ToM: The ToM will provide ongoing performance monitoring, evaluate task performance based on the task order Performance Requirements Summary, prepare the evaluation report, including a recommended overall performance rating, and submit the report to the PCO for final decision within thirty days after the end of the evaluation period. The ToM will maintain the written records of the contractor's performance so that a fair and accurate evaluation is made.

(2) Procuring Contracting Officer (PCO): The PCO is responsible for properly administering the performance evaluation process, maintaining the official performance evaluation file, and making the decision about the overall performance rating and whether to reduce the fee if performance is rated as unsatisfactory.

(f) Evaluation Schedule: Each performance evaluation will cover the previous twelve months of performance. The Government will evaluate all work under the task order performed by the contractor during the twelve-month period. Following each evaluation period, the PCO (or Contract Specialist if so designated by the PCO) and the ToM will hold a meeting with the contractor's Senior Technical Representative to review performance under the task order during the previous twelve months, including overall trends, specific problem areas, if any, and their resolution. Other Government and contractor personnel may also participate as deemed appropriate.

(g) Contractor's Self-Evaluation: The contractor may also submit a Self-Evaluation Report for consideration. The report must include an overall performance rating for the task order, covering the evaluation period, and may include whatever information the contractor deems relevant to support that rating. The report shall not exceed two (2) pages in length.

(h) Performance Evaluation: The PCO will make the decision on the overall performance rating for the work performed under the task order within thirty days after receipt of the evaluation report from the ToM. The decision will be based upon the ToM's recommendations, the contractor's comments, including any Self-Evaluation Report, and any other information deemed relevant by the PCO. The PCO shall resolve disagreements between the ToM's recommendations and the contractor's comments/report regarding the evaluation. The PCO will provide a copy of the evaluation report, including the overall rating, to the contractor within five working days after completion of the evaluation.

(i) Contractor's Review of the Evaluation Report: Contractors shall be given a minimum of 15 calendar days to submit comments, rebut statements, or provide additional information. The PCO shall consider the contractor's submission and respond as appropriate. Although the PCO will consider the contractor's comments, rebuttals, or additional information, the PCO may, or may not, change the overall rating. The decision to change the rating based on contractor input at this stage is solely at the discretion of the PCO.

(j) This performance evaluation does not replace any other requirement for evaluating contractor performance that may be required by the base contract, such as a Contractor Performance Assessment Reporting System (CPARS) report, or a Task Order Performance Evaluation (TOPE).

TABLE 2: TASK PERFORMANCE EVALUATION CRITERIA AND STANDARDS

Criterion	UNSATISFACTORY	SATISFACTORY	EXCELLENT
Task Performance	Work product fails to meet Acceptable Quality Levels (AQLs) defined in Performance Requirements Summary Table (see SOW and Attachment).	Work product routinely meets Acceptable Quality Levels (AQLs) defined in Performance Requirements Summary Table (see SOW and Attachment).	Work product frequently exceeds Acceptable Quality Levels (AQLs) defined in Performance Requirements Summary Table (see SOW and Attachment).
Staffing	Contractor provides marginally qualified or unqualified personnel. Lapses in coverage occur regularly.	Contractor provides qualified personnel. Lapses in coverage may occasionally occur and are managed per individual task order policy.	Contractor provides highly qualified personnel. Contractor reassigns personnel to ensure proper coverage. Actual lapses in coverage occur very rarely, if ever, and are managed per individual task order policy.

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			Contractor ensures staff training remains current.
Timeliness	Contractor frequently misses deadlines, schedules, or is slow to respond to government requests or is non-responsive to government requests.	Contractor routinely meets deadlines, schedules, and responds quickly to government requests.	Contractor always meets deadlines, schedules, and responds immediately to government requests.
Customer Satisfaction	Fails to meet customer expectations	Meets customer expectations.	Exceeds customer expectations.

TABLE 3: CONTRACT MANAGEMENT PERFORMANCE EVALUATION CRITERIA AND STANDARDS

CRITERION	UNSATISFACTORY	SATISFACTORY	EXCELLENT
Problem Resolution	Problems are unresolved, repetitive, or take excessive government effort to resolve.	Problems are resolved quickly with minimal government involvement.	Problems are non-existent or the contractor takes corrective action without government involvement.
Responsiveness	Contractor's management is unresponsive to government requests and concerns.	Contractor's management is responsive to government requests and concerns.	Contractor's management takes proactive approach in dealing with government representatives and anticipates Government concerns.
Communications	Contractor often fails to communicate with government in an effective and timely manner.	Contractor routinely communicates with government in an effective and timely manner.	Contractor takes a proactive approach such that communications are almost always clear, effective, and timely.

TABLE 4: COST EFFICIENCY PERFORMANCE EVALUATION CRITERIA AND STANDARDS

CRITERION	UNSATISFACTORY	SATISFACTORY	EXCELLENT
Cost Management	Contractor routinely fails to complete the effort within the originally agreed to estimated cost, i.e. cost overruns frequently occur.	Contractor routinely completes the effort within the originally agreed to estimated cost. Contractor provides measures for controlling all costs at estimated costs. Funds and resources are generally used in a cost-effective manner. No major resource management problems are apparent.	Reductions in direct costs to the Government below contract estimated costs are noteworthy. Contractor provides detailed cost analysis and recommendations to Government for resolution of problems identified. Funds and resources are optimally used to provide the maximum benefit for the funds and resources available. Documented savings are apparent.
Cost Reporting	Reports are generally late, inaccurate incomplete or unclear.	Reports are timely, accurate, complete and clearly written. Problems and/or trends are addressed, and an analysis is also submitted.	Reports are clear, accurate, and pro-active. Problems and/or trends are addressed thoroughly, and the contractor's recommendations and/or corrective plans are implemented and effective.

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See Attachment - CAR-H10 PERFORMANCE REQUIREMENTS SUMMARY TABLE

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SECTION I CONTRACT CLAUSES

SECTION I Clauses in accordance with base IDIQ

CAR-I18 TECHNICAL INSTRUCTIONS (DEC 2001)

(a) Performance of the work hereunder may be subject to written technical instructions signed by the Task Order Manager. As used herein, technical instructions are defined to include the following:

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

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

(b) Technical instructions must be within the general scope of work stated in the task order. Technical instructions may not be used to :

(1) assign additional work under the task order;

(2) direct a change as defined in the "Changes" clause of the base contract;

(3) increase or decrease the contract price or estimated amount (including fee), as applicable,

the level of effort, or the time required for task order performance; or

(4) change any of the terms, conditions or specifications of the task order.

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

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

(End of Clause)

52.222-2 PAYMENT FOR OVERTIME PREMIUMS (JUL 1990)

(a) The use of overtime is authorized under this contract if the overtime premium cost does not exceed \$ ZERO or the overtime premium is paid for work --

(End of Clause)

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SECTION J LIST OF ATTACHMENTS

Evaluation criteria table