

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE
U

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1 2

2. AMENDMENT/MODIFICATION NO.
14

3. EFFECTIVE DATE
10-Jul-2015

4. REQUISITION/PURCHASE REQ. NO.
1300498393

5. PROJECT NO. (If applicable)
N/A

6. ISSUED BY CODE
SPAWAR-Systems Center Lant (CHRL)
P.O. BOX 190022
North Charleston SC 29419-9022
ronnie.sales@navy.mil 843-218-3375

7. ADMINISTERED BY (If other than Item 6) CODE
DCMA BOSTON
495 SUMMER STREET
BOSTON MA 02210-2138

S2206A

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code)
Network and Simulation Technologies
291 Island Drive
Middletown RI 02842

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

[X]

10A. MODIFICATION OF CONTRACT/ORDER NO.

N00178-10-D-6193-V701

10B. DATED (SEE ITEM 13)

07-Nov-2012

CAGE CODE

FACILITY CODE

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 checked="" 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). 43.103(B)(3)
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

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

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

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		Cathy B Walton, Contracting Officer	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		BY /s/Cathy B Walton (Signature of Contracting Officer)	15-Jul-2015

NSN 7540-01-152-8070
PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (Rev. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

GENERAL INFORMATION

The purpose of this modification is to [REDACTED] Accordingly, said Task Order is modified as follows: A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

[REDACTED]
[REDACTED]
[REDACTED]

The total amount of funds obligated to the task is hereby [REDACTED]

[REDACTED]
[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]

The total value of the order is hereby [REDACTED]

[REDACTED] [REDACTED] [REDACTED] [REDACTED]
[REDACTED] [REDACTED] [REDACTED] [REDACTED]
[REDACTED] [REDACTED] [REDACTED] [REDACTED]

The Period of Performance of the following line items is hereby [REDACTED]

[REDACTED] [REDACTED] [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[REDACTED]

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[REDACTED] [REDACTED] [REDACTED] [REDACTED]
 [REDACTED] [REDACTED] [REDACTED] [REDACTED]
 [REDACTED] [REDACTED] [REDACTED]
 [REDACTED] [REDACTED] [REDACTED]
 [REDACTED] [REDACTED] [REDACTED]
 [REDACTED] [REDACTED] [REDACTED]
 [REDACTED] [REDACTED] [REDACTED]
 [REDACTED] [REDACTED] [REDACTED]

5252.216-9204 LEVEL OF EFFORT-FEE ADJUSTMENT FORMULA (MAR 1994)

(a) Subject to the provisions of the "Limitation of Cost" or "Limitation of Funds" clause (whichever is applicable to this contract), it is hereby understood and agreed that the fixed fee is based upon the Contractor providing the following number of staff-hours of direct labor, hereinafter referred to as X, at the estimated cost and during the term of this contract specified elsewhere herein:

[Contractor shall insert number of estimated direct labor staff hours]

Total Staff-Hours (X)* Total Prime Staff-Hours Fixed Fee**
 *(inclusive of Prime and any proposed Subcontractor(s))

Base Period	_____	_____	_____
Option 1	_____	_____	_____
Option 2	_____	_____	_____
Option 3	_____	_____	_____
Option 4	_____	_____	_____

**Contractor is to identify basis for fixed fee amount: ___ Prime Hours Only ___ Total Staff-Hours

The Contractor agrees to provide the total level of effort specified above in performance of work described in Sections "B" and "C" of this contract.

(b) Of the total staff-hours of direct labor set forth above, it is estimated that ___ staff-hours are competitive time (uncompensated overtime). Competitive time (uncompensated overtime) is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. All other effort is defined as compensated effort. If no amount is indicated in the first sentence of this paragraph, competitive time (uncompensated overtime) effort performed by the contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

(c) Effort performed in fulfilling the total level of effort obligations specified above shall only include effort performed in direct support of this contract and shall not include time and effort expended on such things as local travel from an employee's residence to their usual work location, uncompensated effort while on travel status, truncated lunch periods, or other time and effort which does not have a specific and direct contribution to the tasks described in Section B.

(d) It is understood and agreed that various conditions may exist prior to or upon expiration of the term of the contract, with regard to the expenditure of labor staff-hours and/or costs thereunder which may require adjustment to the aggregate fixed fee. The following actions shall be dictated by the existence of said conditions:

- (1) If the Contractor has provided not more than 105% of X or not less than 95% of X, within the estimated cost, and at the term of the contract, then the fee shall remain as set forth in Section B.
- (2) If the Contractor has provided X-staff-hours, within the term, and has not exceeded the estimated cost then the Contracting Officer may require the Contractor to continue performance until the expiration of the term, or until the expenditure of the estimated cost of the contract except that, in the case of any items or tasks funded with O&MN funds, performance shall not extend beyond 30 September. In no event shall the Contractor be required to provide more than 105% of X within the term and estimated cost of this contract. The fee shall remain as set forth in Section B.
- (3) If the Contractor expends the estimated cost of the contract, during the term of the contract and has provided less than X staff-hours, the Government may require the Contractor to continue performance, by providing cost growth funding, without adjusting the fixed fee, until

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such time as the Contractor has provided X staff-hours.

(4) If the Contracting Officer does not elect to exercise the Government's rights as set forth in paragraph (d)(2) and (d)(3) above, and the Contractor has not expended more than 95% of X staff-hours, the fixed fee shall be equitably adjusted downward to reflect the diminution of work. The total fee due the contractor shall be adjusted so as to be in direct proportion to the number of direct hours utilized in the same ration of fee to the estimated total hours then set forth in the contract.

(5) Nothing herein contained shall, in any way, abrogate the Contractor's responsibilities, and/or the Government's rights within the terms of the contract provision entitled "Limitation of Cost" or "Limitation of Funds" as they shall apply throughout the term of the contract, based upon the total amount of funding allotted to the contract during its specified term.

(e) Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Contracting Officer with copies to the cognizant Contract Administration Office and DCAA office to which vouchers are submitted:

- (1) The total number of staff-hours of direct labor expended during the applicable period.
- (2) A breakdown of this total showing the number of staff-hours expended in each direct labor classification and associated direct and indirect costs.
- (3) A breakdown of other costs incurred.
- (4) The Contractor's estimate of the total allowable cost incurred under the contract for the period.

In the case of a cost under-run, the Contractor shall submit the following information in addition to that required above:

- (5) The amount by which the estimated cost of this contract may be reduced to recover excess funds and the total amount of staff-hours not expended, if any.
- (6) A calculation of the appropriate fee reduction in accordance with this clause.

All submissions required by this paragraph shall separately identify subcontractor information, if any.

ADDITIONAL SLINS

Additional SLINs will be unilaterally created by the Contracting Officer during performance of this Task Order to accommodate the multiple types of funds that will be used under this order.

B-2 FEE DETERMINATION AND PAYMENT (LEVEL OF EFFORT)

(a) Total Estimated Hours.

The total number of hours of direct labor (including overtime and subcontract hours), but excluding holiday, sick leave, vacation and other excused absence hours) estimated to be expended under this task order is ___*___ [Contracting officer insert number of hours at time of award in accordance with successful offeror's proposal] hours. The ___*___ [Contracting officer insert number of hours at time of award in accordance with successful offeror's proposal] direct labor hours include ___*___ [Contracting officer insert number of hours at time of award in accordance with successful offeror's proposal] uncompensated overtime labor hours.

(b) Computation of Fee.

The fee per direct labor hour is computed by dividing the fixed fee amount shown in Section B by the number of estimated hours.

(c) Modifications.

If the contracting officer determines, for any reason, to adjust the task order amount or the estimated total hours set forth above, such adjustments shall be made by task order modification. Any additional hours will be fee bearing, and the additional negotiated fee will be divided by the additional estimated hours to determine a new fee (applicable to the additional hours only). If the fee for these additional hours is different from that of the original estimated hours, these

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hours shall be kept separate from the original estimated total hours.

The estimated cost of the task order may be increased by written modification, if required, due to cost overruns. This increase in cost is not fee bearing and no additional hours will be added.

(d) Payment of Fee.

The Government shall pay fixed fee to the contractor on each direct labor hour performed by the contractor or subcontractor, at the rate of \$ _____ * _____ [Contracting officer insert dollar amount(s)] per labor hour invoiced by the contractor subject to the contract's "Fixed Fee" clause, provided that the total of all such payments shall not exceed eighty-five percent (85%) of the fixed fee specified under the task order. Any balance of fixed fee shall be paid to the contractor, or any overpayment of fixed fee shall be repaid by the contractor, at the time of final payment.

*To be completed at time of award.

Nothing herein shall be construed to alter or waive any of the rights or obligations of either party pursuant to the FAR 52.232-20 "Limitation of Cost" or FAR 52.232-22 "Limitation of Funds" clauses, either of which is incorporated herein by reference.

NOTE: The fee shall be paid to the prime contractor at the per hour rate specified in this paragraph regardless of whether the contractor or subcontractor is performing the work.

LIMITATION OF LIABILITY – INCREMENTAL FUNDING

This delivery order is incrementally funded and the amount currently available for payment hereunder is [REDACTED]. It is estimated that these funds will cover the cost of performance through [REDACTED]. Subject to the provisions of the clause entitled "Limitation of Funds" (APR 94) (FAR 52.232-22) of the general provisions of this contract, no legal liability on the part of the Government [REDACTED] shall arise unless additional funds are made available and are incorporated as a modification to the delivery order.

CLIN	TOTAL CPFF	FUNDS THIS ACTION	TOTAL FUNDS AVAILABLE	BALANCE UNFUNDED
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

This delivery order is incrementally funded and the amount currently available for payment hereunder is [REDACTED]. It is estimated that these funds will cover the cost of performance through [REDACTED]. Subject to the provisions of the clause entitled "Limitation of Funds" (APR 94) (FAR 52.232-22) of the general provisions of this contract, no legal liability on the part of the Government [REDACTED] shall arise unless additional funds are made available and are incorporated as a modification to the delivery order.

CLIN	TOTAL CPFF	FUNDS THIS ACTION	TOTAL FUNDS AVAILABLE	BALANCE UNFUNDED
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

This delivery order is incrementally funded and the amount currently available for payment hereunder is [REDACTED]. It is estimated that these funds will cover the cost of performance through [REDACTED].

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██████████. Subject to the provisions of the clause entitled "Limitation of Funds" (APR 94) (FAR 52.232-22) of the general provisions of this contract, no legal liability on the part of the Government ██████████ shall arise unless additional funds are made available and are incorporated as a modification to the delivery order.

CLIN	TOTAL CPFF	FUNDS THIS ACTION	TOTAL FUNDS AVAILABLE	BALANCE UNFUNDED
████	██████████	█	██████████	██
████	█ ██████████	█	██████████	█ ██████████

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

C-302 SPECIFICATIONS/STATEMENT OF WORK (DEC 1998)

Work under this contract shall be performed in accordance with the following Performance Work Statement (PWS):

SHORT TITLE: Command and Control (C2) Research and Analysis Support for the Naval War College

1.0 PERIOD AND PLACE(S) OF PERFORMANCE

1.1 PERIOD OF PERFORMANCE

Performance period(s) under the task shall be as noted in the following chart:

Basic Performance	Start Date	End/Completion Date
Initial Award Performance Period	11/7/2012	11/6/2013
*1 st Option Year	11/7/2013	11/6/2014
*2nd Option Year	11/6/2014	11/6/2015

1.2 PLACE OF PERFORMANCE The work shall be performed at space provided to contractor employees on-site at the Naval War College (NWC), 686 Cushing Road, Newport, RI 02841 and at various Government facilities, the numbered fleet staffs, including afloat commands, and COCOM locations. The contractor is authorized to have direct technical liaison with the sponsor and government program personnel on site at these locations. While at sea on US Naval Vessels the contractor employees will be required to work longer hours, nights and may be aboard ship over weekends.

2.0 REFERENCES

TBD

3.0 SPECIFICATIONS

4.0 SECURITY REQUIREMENTS

Security will be as prescribed in the DD 254 for the basic contract. Contractor personnel assigned to this effort must possess a current SSBI. Work efforts and requirements under this contract will require access to Top Secret data, information, and spaces. The Contractor will be required to attend meetings classified at Top Secret level.

- DoD 5105.21-M-1 Sensitive Compartmented Information Administrative Security Manual
- JP 3-54 Joint Doctrine for Operations Security
- JP 3-58 Joint Doctrine for Military Deception
- JP 3-13 Joint Doctrine for Information Operations

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5.0 COR DESIGNATION (*Government*)

The COR for this task order is: Dennis Houk, Code 6.2.1 Phone: (401) 841-7546,

E-Mail: dennis.houk@usnwc.edu

The Ordering Officer for this task order is **Nicole Rumph** who can be reached at phone **(843) 218-6477**; e-mail: nicole.rumph@navy.mil.

6.0 DESCRIPTION OF WORK

The Space and Naval Warfare Systems Center Atlantic is acquiring support services for Command and Control (C2) Research and Analysis for the U.S. Naval War College (NWC), in Newport RI. Requirements include technical, administrative, analytical, and Subject Matter Expert support for strategic and operational research activities and support for Command, Control, Communications, Computers, Intelligence, Surveillance and Reconnaissance (C4ISR) training and education requirements. Specifically, services will include support for NWC Academic Departments under the Dean of Academics including Strategy and Policy, National Security Affairs, and Joint Military Operations Departments, in addition other NWC Departments such as the College of Operational and Strategic Leadership and Center for Naval Warfare Studies will also be supported. Travel (TBD) will be required for some support projects, travel will be to various Government facilities, the numbered fleet staffs, including afloat commands, and COCOM locations. While at sea on US Naval Vessels the contractor employees will be required to work longer hours, nights and may be aboard ship over weekends.

6.1 BACKGROUND

The NWC is an Echelon 2 command responsible for Joint Professional Military Education (phases 1 and 2), graduate level military education, leadership, and includes advanced research programs. The NWC has four key missions:

- Develop strategic and operational leaders
- Help CNO define the future Navy and its roles and missions
- Support combat readiness
- Strengthen maritime security cooperation

The NWC plays a critical role in the Navy's efforts to define and achieve operational effectiveness through research and education into operational and strategic issues of great importance to the Navy.

6.2 SCOPE (*Government*)

The proposed action is to deliver a Task Order award under Seaport-E to provide SPAWAR support for the C2 Research and Analysis efforts of the U.S. Naval War College. This Task Order award will provide full spectrum support for the NWC's mission areas, and will support multiple organizations within the College. It will provide programmatic, administrative, analytical, and subject matter expertise in support of critical research projects dealing with

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operational and strategic level Command and Control including C4ISR support for NWC training and education missions. The primary services provided under this Task Order involve key support of this research and analysis tasking, which will be conducted at up to and including the Top Secret classification level.

6.3 DEFINITIONS

TBD

6.4 OBJECTIVES

The Objective of this procurement is to provide the NWC with the programmatic, administrative, analytical, and subject matter expertise needed to support multi-disciplinary educational and research programs focused on C2 research and education efforts at the operational and strategic levels of war. Projects may be sponsored internally by individual NWC departments, and also by external sponsors such as the Chief of Naval Operations, and major Combatant Commanders.

A key requirement is to provide uniquely qualified personnel, including researchers, analysts, and subject matter experts (SMEs), in support of an array of NWC research projects. Projects involve relevant and timely military topics such as C4ISR, Regional Security, Cyber Operations, Executive Military Education, Curriculum and Scenario Development, and Irregular Warfare.

Projects frequently support Flag/SES/PhD level efforts of the Center for Naval Warfare Studies, Strategy and Policy and other NWC Departments. Projects are designed to help identify and address future war fighting issues, strengthen maritime security, and develop cooperative strategies. These efforts require support personnel capable of acquiring and maintaining Top Secret clearance/SSBI. Specifically this effort will:

- Provide support to the NWC academic enterprise, including support for curriculum development, curriculum modification, and classroom instruction to assist NWC in its mission to provide students with a better understanding of emerging strategic and operational Command and Control challenges.
- Support Executive Education research programs, which are designed to develop senior naval leaders. This effort will provide research and analysis support for the development of leadership curriculum, including advanced classified planning scenarios. When requested, coordinate the participation of US and international SMEs, for conferences and seminars both in the US and abroad.
- Provide support to NWC research programs, including: research and analysis support on subjects of historical, current, and future concern to the maritime security community. Support the development of new technical and analytic products, utilizing operational research methodologies. Develop and present oral and written reports, discussion papers, research papers and articles on specific analytic issues. These efforts may involve development of studies, surveys, content analysis, data collection and analysis for focus groups, seminars and conferences.
- Support the development and execution of NWC research events, including formal lectures, discussions, workshops, or conference proceedings, which integrate material from multiple

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sources and perspectives into finished products.

This procurement provides for both professional researchers/analysts and research support labor categories. Researchers (SMEs) and Analysts will utilize both qualitative and quantitative analytical techniques, and effectively utilize applied research methodologies. Research efforts typically require development and production of written reports, case studies, whitepapers, briefs, and scholarly articles. Research support tasks include professional editing of academic and scholarly research; project management and logistics support for the coordination of events such as seminars, war games, courses of instruction, and conferences. Other research support tasks include administrative, and budgeting and financial analysis support for research projects.

6.5. REQUIRED KEY & OTHER POSITIONS

*** Computer System Analyst III (Key)**

Education: High School diploma or GED. Must have GIAC Security Leadership Certification (GSLC) and CompTIA Security+ Certification.

Experience: Fifteen (15) years systems administration and systems integration experience, to include: design, development, test and evaluation of networks using DOD protocols in a Linux/UNIX and Windows operating system environment in support of military exercises, education, training and war gaming.

Specific Experience: Minimum five (5) years experience exercising technical management over teams' responsible systems administration using Microsoft Windows/ UNIX / Linux operating systems in a classified DOD environment. Must be a qualified as a Global Command and Control (GCCS) System Administrator or possess 5 years hands on experience in installation, configuration and operation of GCCS, including experience with the GCCS integration with the JSAF simulation system.

***Intelligence Specialist (Key)**

Education/Qualification: Minimum Masters Degree in International Relations/National Security Affairs or related field.

Experience: Fifteen (15) years operational experience in military intelligence, including: joint intelligence, operational intelligence research and analysis, assessment of foreign naval capabilities, and collection management. Intelligence Specialists must have experience in qualitative analysis methods, capabilities assessment, and academic protocols use in intelligence research. Demonstrated outstanding written and oral presentation skills, at the graduate level, dealing with a wide range of intelligence issues affecting the DOD.

Specific Experience: Minimum three years supporting graduate-level research dealing with maritime and aviation capabilities. This experience must have demonstrated the ability to focus research and analysis skills on a wide range of intelligence topics, and fuse/synthesize/analyze "all source" information/intelligence, and cogently brief senior military officers and decision-makers.

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***Subject Matter Expert (SME) 5 (Key)**

Education: Masters Degree required (minimum).

Experience: Eighteen (18) years of hands-on experience with Naval/Joint Operational Planning Process to include three (3) years as a recognized expertise in planning and service as a senior level educator in advanced military Operational Level Planning. Must have extensive course and curriculum development experience for Joint Professional Military Education at a military service college. Recognized planning expert who has demonstrated leadership in Operational Planning.

***Management Consultant (Senior) (Key)**

Education: Masters Degree (minimum)

Experience: Twenty (20) years of senior-level experience in Cyber and Information Operations to include: service as professor of Joint Military Operations – specializing in Cyber Operations and Information Operations, recognized expert in operations involving Computer Network Defense, Computer Network Attack, and the integration of Information Operations and Non-Kinetic Fires in military campaigns. Three years experience as an educator at a command/staff and/or service college. Demonstrated experience with the integration and realistic representation of cyber capabilities in exercises, war games and workshops is required.

*** Program Manager (Key)**

Education: Masters degree in Engineering, Physical Sciences, Mathematics, Management Information Systems, Business or related field.

Experience: Fifteen (15) years of experience in military operations, including extensive experience and formal training and education at the operational level of war. Eight (8) years Program Management Experience, to include: Technology Assessments, Systems Design, Systems Analysis, Programmatic Support, Acquisition Planning, and/or Budget Planning.

Specialized Experience: Ten years as manager responsible for design, execution and technical management of military exercises, experiments, and war games - including demonstrated experience in the application of modeling and simulation systems and C4I systems integration and command and control technologies to achieve educational goals.

Project Manager

Education: BS degree in Computer Science or Electronic Engineering/Technology

Experience: Eight (8) years of direct experience with C4ISR and Modeling and Simulation support for war games and exercises, to include: Design, Development, Production, Installation, and Test & Evaluation of Modeling and Simulation architectures.

Specific Experience: Four (4) years as manager of Modeling and Simulation projects to include: Supervising Project Personnel, Scheduling Work, Technical Planning and Execution, and Equipment Control. Knowledge of Federal Acquisition Regulation (FAR) and DoD procurement

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policies and procedures.

Computer System Analyst I

Education: High School diploma or GED. Microsoft Certified IT Professional (MCITP) and CompTIA Security + certification.

Experience: Two (2) years computer system experience, to include: Microsoft Windows Server, Exchange Server, SQL/IIS Servers, Active Directory and Windows 7 desktop environment.

Specialized experience: Minimum two years desktop and server administration support experience in a DOD classified environment, including one year with responsibility for compliance of Information Assurance Vulnerability Management (IAVM) policy and procedures over classified and unclassified military networks.

Computer System Analyst II

Education: High School diploma or GED. Cisco Certified Network Administrator (CCNA) or Microsoft Certified Systems Engineer (MCSE) with VMWare Certified Professional (VCP) and CompTIA Security+ certification.

Experience: Five (5) years direct hands-on systems administration experience, to include: test and evaluation of hardware and software, development of thin client images in a provisioning server environment, and managing and maintaining Linux/UNIX and Windows based operating systems in a VMWare environment.

Specific Experience: Three (3) years responsibility for management, compliance and execution of IAVM policy and procedure. Hands on experience in systems design, installation, configuration and administration, including direct experience in building and configuring VLANs and maintenance of firewalls, IDS/IPS, VoIP, and VPNs. Two years experience required in configuring, maintaining and monitoring network security using Semantic S3000 firewalls and one year hands on experience managing Cisco Unified Call Manager for VOIP installation.

Operations Specialist

Education/ Qualification: Bachelors Degree required.

Experience: Ten (10) years operational experience, to include: knowledge of friendly forces and adversary's conops, tactics, threat capabilities, targeting priorities, sensor/collection techniques, targeting priorities, operational level planning, execution and assessment, and conducting operations analysis. Joint Professional Military Education (Phase I) or possess significant experience in joint military operations and/or completed Maritime Staff Operators Course training.

Specific Experience: Five years experience in exercise design, scenario development and the execution of war games at the Operational Level of War, using procedures contained in NWP 5-01, NWP 3-32, NTTP 3-32.1, and JP 3-32. Experience in the exercise and utilization of the doctrine, missions, functions, tasks and processes that take place within a Maritime Operations

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Center (MOC).

Operations Specialist (Senior)

Education/ Qualification: Masters Degree required.

Experience: Ten (10) years operational experience, to include: knowledge of friendly forces and adversary's conops, tactics, threat capabilities, targeting priorities, sensor/collection techniques, targeting priorities, and operational level planning, execution and assessment, and conducting operations analysis.

Specific Experience: Operations Specialist will have significant experience as an exercise director, senior service college/JPME educator (Professor), and/or Operational certification/accreditation leader for Joint and/or Maritime Operations Center (MOC) staff functional areas. A minimum of two full years experience utilizing MOC concepts and processes. Minimum one year direct experience delivering education and training lectures to senior staff officers at the Operational Level of War, including experience in analysis of the missions, functions and tasks associated with Fleet MOC operations and training. Experience utilizing the doctrine, missions, functions, tasks and processes that are requires in support of military education and training.

Computer Programmer IV

Education: Bachelors Degree in Computer Science.

Experience: Ten (10) years experience, to include: software Design, Development, and Test and Evaluation.

Specific Experience: Five (5) years programming experience with Visual Studio programming languages. Four (4) years experience to include: Database development, Web page design, using CSS, XHTML, ASP .Net, JavaScript, C# and Visual Basic in support of DoD applications. Five years experience with SQL Server and/or Oracle database design, development and integration.

Management Analyst 2

Education: Bachelor's degree

Experience: Two (2) years of Contract Management experience, to include: Development of Program Acquisition Documentation, Data Collection and Analysis, Development of Cost Estimates, and Development of Program Status Reports. Knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

Technical Writer/Editor 3

Education: BA degree in English, Journalism, or Technical Writing.

Experience: Ten (10) years of documented experience in professional editing to include: writing/editing social sciences research publications, books, articles, manuscripts, journals and other academic materials at the graduate level. Must have demonstrated familiarity with state-

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of-the-art processes, procedures and guidelines for professional editing.

Technical Analyst 1

Education: High School diploma or GED.

Experience: Three (3) years of experience in audio-visual support, including camera operation, projection technologies, Video and Audio Teleconferencing, audio and video routing protocols, Internal Voice Communications Systems, and TV studio operation. Must have demonstrated skills in technical problem solving, and analytical/logical thinking.

Technical Analyst 2

Education: BS degree in Audio Visual Technology.

Experience: Three (3) years of experience in Audio Visual specifications development, process analysis and design, technical problem solving, and analytical/logical thinking, including three year hands-on technical experience with CCTV, audio-video routing, recording equipment and software capabilities, standard AV software, hardware and applications in a TV studio environment.

Specific Experience: Requires two years experience managing video teleconferencing events using state-of-art technologies and procedures used over DOD classified networks.

Technical Analyst 4

Education: BA/BS degree

Experience: Ten (10) years of experience in technical development, process analysis and design, technical problem solving, and analytical/logical thinking.

Computer Operator II

Education: High School Diploma or GED.

Experience: Two (2) years of experience, to include: operating a Joint Semi-Automated Forces (JSAF) data entry device to record or verify a variety of standard, coded, or encoded military source data into a computer; searching, interpreting, and selecting coding items in accordance with established procedures.

Specific Experience: One year experience with the installation, maintenance, operation and troubleshooting of the JSAF simulation system in support of classified and unclassified military training environments, exercises, war games and experiments.

Administrative Assistant

Education: Associate's Degree in Business, Management, or Computer Science.

Experience: Two (2) years of experience, to include: word processing, spreadsheet development, documenting management issues, financial analysis, data collection, report

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processing, brief preparation, read milestone schedules and send and receive emails.

Logistician 3

Education: Bachelor's degree.

Experience: Two (2) years of experience in support for defense life-cycle (acquisition) logistics support of electronic systems, to include: management, principles, practices, and processes. One (1) years of experience in support of administrative projects an budget/financial systems. Demonstrated skills, to include: Analyzing Systems Management Data, Developing Plans and Procedures, and Developing Management Plans and Guidelines.

Secretary II

Education: High School Diploma or GED.

Experience: Two (2) years of experience in the compilation of data/information for management

6.6. EQUIPMENT AND SOFTWARE KNOWLEDGE REQUIREMENTS

Systems & Administration:

- VMware ESXi / VCenter
- Windows Servers: 2008R2; Exchange 2010; SQL 2010;
- MTMU (Multi Touch Multi User) System
- MRTG (Multi-Resource Traffic Grapher)
- Adobe Connect
- Red Hat Enterprise Linux
- Mac OS X
- McAfee Firewall Appliance S3008
- Cisco UCM (Unified Call Manager, VoIP)
- Cisco TACACS
- Perceptive Pixel Inc. Multi-Touch, Multi-User (MTMU) LCD Display tables

C2/C4I Applications:

- FalconView / PFPS
- STK
- BMD-ISIM
- Google Earth (Enterprise)

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- JFAST

- JSAF

- GCCS

- C2PC

- MIPS

Software Applications:

- i2 Analyst Notebook / Textchart

- SPSS

- Simul8

- AtlasTI

- WebIQ / WIQ

Audio/Visual:

. Video Teleconference Polycom RMX1500 Bridge

. Avid Editing suites

. Sony DV CAM Camera

. Listec Teleprompter

. Sony TV Monitors

. Extron Scan Converter

. Time Base Corrector

. Microboards- CD/DVD Duplication unit

. IMUX and IVCS with an EPN w/ Phone Bridge

. AMX/NetLinx - routing system

. Globecaster switcher

. HD Christie projectors

. CMA 4000 Polycom server

. Polycom HDX 4000 for desktop IP VTC's

. Stream box

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. OCTAIRE/AMX RGB routing system

. EVI D70 series remote cameras

. Sanyo WXGA Short throw projectors

7.0 GOVERNMENT FURNISHED INFORMATION (GFI)

TBD

8.0 GOVERNMENT FURNISHED MATERIAL (GFM)

TBD

9.0 GOVERNMENT FURNISHED EQUIPMENT (GFE)

TBD

10.0 CONTRACTOR ACQUIRED EQUIPMENT (CAE)

TBD

11.0 CONTRACTOR ACQUIRED MATERIAL (CAM)

TBD

12.0 TRAVEL

Travel required to accomplish tasks in section 6.0 is as follows:

Note: afloat travel is (TBD) not listed here.

# Trips	# People	# Days/Nights	From (Location)	To (Location)
4	2	4/3	Newport, RI	Washington, DC
2	4	8/7	Newport, RI	Naples, Italy
2	2	3/2	Newport, RI	Boston, MA
4	2	2/1	Newport, RI	Charleston, SC
2	4	8/7	Newport, RI	Honolulu, HI
2	2	8/7	Newport, RI	Stuttgart, Germany
2	2	6/5	Newport	San Diego, CA

13.0 TRANSPORTATION OF EQUIPMENT/MATERIAL

14.0 DATA DELIVERABLES

Deliverables under this task shall be as noted in the following chart:

CDRL	Deliverable	Due Date(s)	Recipient(s)
A001	Program Status and Management Report	Quarterly	COR , Dennis Houk

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A002	Monthly Financial Report	Monthly	COR , Dennis Houk
A003	Quarterly Financial Report	Quarterly	COR , Dennis Houk
A004	Written Progress Reviews	Monthly	COR , Dennis Houk
A005	Performance Assessment Plan	EOY	COR , Dennis Houk
A006	NWC Reports/ End of Game Reports	15 days post Game	COR , Dennis Houk
A007	Training Materials/Pregame Reports	As requested	COR , Dennis Houk
A008	Evaluations and Briefs	As requested	COR , Dennis Houk

15.0 SUBCONTACTING REQUIREMENTS (*Contractor*)

16.0 ACCEPTANCE PLAN (*Government*)

Identify any inspection and acceptance requirements not already specified in (or different from) the basic contract.

17.0 OTHER CONDITIONS/REQUIREMENTS

17.1 Research Support for the Center for Naval Warfare Studies (CNWS)

The Center for Naval Warfare Studies (CNWS) directly complements the curriculum at the Naval War College by providing a place for researching important professional issues which, in turn, inform and stimulate the faculty and students in NWC classrooms. Moreover, from its very beginning, the Center has linked the NWC to the fleet and policymakers in Washington, DC, by serving as a focal point, stimulus, and major source of strategic thought, by integrating strategic, campaign, and tactical concepts, by linking strategic concerns with technological developments, and by testing and evaluating concepts through war gaming. The CNWS departments include:

- War Gaming Department
- Warfare Analysis and Research Department
- Strategic Research Department
- Chinese Maritime Studies Institute
- International Law Department
- Maritime History Department
- Naval War College Press
- Halsey and Mahan Research Groups

Overall the CNWS supports and teaches academic electives; performs multi-level war gaming and analysis; conduct strategic, operational and legal research; carry out focused security studies; engage through collaborative research, conferences and teaching; advise, mentor an support fleet staffs; collaborate with international navies and coalition partners.

17.1.1 War Gaming Department

The War Gaming Department at the Naval War College is the world's premier gaming organization, conducting approximately 50 games yearly in support of internal College needs and externally generated requests from various branches of the Defense Department and Navy

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departments, operational commands and civilian agencies, including the Joint Chiefs of Staff, and the Chief of Naval Operations. To support the objectives of each game's sponsor, the War Gaming Department employs a wide variety of gaming techniques ranging from complex, multi-sided, C4ISR assisted games to simpler single-sided games and seminars. These gaming techniques can address broad national strategies or specific naval tactics, and each event has its own unique and specialized set of requirements. This task requires contractor support to research and perform C2 systems integration on advanced decision support systems, simulations and information technology tools in support of the U.S. Naval War College War Gaming Department. These highly specialized skill sets involve program and project management, and supervision of technical activities supporting war gaming, research and analysis and exercise support.

Contractor support requirements will include:

1. Design, develop, install, integrate and support C4ISR technologies to meet war game requirements.
 - Configure research facilities and align systems to support research objectives.
 - Design, develop and manage the installation, development, and integration of simulation, web, communications, collaboration, audio/visual, and analysis systems.
2. Provide systems administration services for NWC research networks.
 - Operate and maintain research server architecture(s) using VMWare technologies, including database, web, email and other application services.
 - Manage and conduct backup and recovery operations, disaster recovery and maintain business continuity of operations.
 - Assist government personnel with maintenance of Information Assurance Management program.
 - Maintain communication and collaboration systems such as VOIP and Defense Connect Online.
 - Test, evaluate, install, and integrate modeling and simulation systems into game design in order to support the objectives of war games, exercises and other events.
3. Provide Network Administration services for NWC research networks.
 - Operate and maintain multiple NWC local area research networks up to and including SCI level.
 - Implement and monitor network performance across assigned networks.
 - Administer Life Cycle Management program for NWC research networks.
 - Operate and maintain NWC DREN connection.
 - Conduct network monitoring and shaping to support network traffic requirements and aid in employment of hardware for this purpose.
4. Install, operate and maintain analytical software such as SSP, Atlas TI, and Analysts

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Notebook.

5. Operate and maintain NWC Joint Semi-Autonomous Forces (JSAF) installation, including C4I gateway and Global Command and Control System (GCCS) servers.
 - Coordinate the integration of the Joint Semi-Autonomous Forces (JSAF) and other modeling and simulations systems needed to support CNWS events.
 - Train military personnel on the operation of JSAF.
 - Design, develop and stimulate a realistic Common Operating Picture for war games and training events.
6. Design, develop, code and maintain web sites, portals, databases, for internal and external gaming requirements. Coordinate web development requirements to implement web-based portal services for war games and other events.
7. Provide helpdesk services for research networks during games, events, seminars, workshops and conferences.
8. Develop, operate and maintain NWC Multi-Touch, Multi-User (MTMU) system.
9. Coordinate the audio, visual and display presentation needs for events. Manage audio/video routing, displays, internal television broadcasts and other communications requirements.
 - Assist in the management, operation and maintenance of the NWC Television Studio.
 - Assist in the management, operation and maintenance of the NWC Video Teleconferencing capability.
 - Provide maintenance, troubleshooting and repair services for the VTC, A/V and other systems. The contractor will troubleshoot problems with the equipment including connection issues, usage of peripheral equipment associated with each system, and audio or visual problems.
 - Maintain and operate NWC's Internal Voice Communications System.
10. Operate and maintain NWC Systems Integration and Testing Environment (SITE) Lab.
 - Test new hardware and software, including software updates and security patches in the SITE lab, before they are deployed to operational research networks. Coordinate the installation, testing and integration of new hardware and software into existing networks in support of research.
11. Provide experienced Operations Specialists to design, develop, execute, adjudicate, and analyze war games, seminars, workshops and conferences.
 - Provide Cyber, operational planning, intelligence, undersea warfare, and ballistic missile defense expertise to support game design, development, execution, adjudication and analysis.
 - Provide lectures, demonstrations, seminars, and training sessions as needed to prepare

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students and participants for exercises, war games, seminars and conferences as required.

- Participate in Navy and Joint meetings, working groups, seminars and lectures in support of war gaming research and analysis efforts.
- Participate and serve in a leadership role in planning conferences to ensure that war game objectives are met.

17.1.2 Warfare Analysis and Research Department

The Warfare Analysis and Research (WAR) Department conducts relevant research into current and future war fighting issues using select NWC students working under the mentorship of experienced research and analysis professionals. Collaborative research efforts are coordinated through student participation in one of the Gravely, Halsey or Mahan Scholars research groups while individual research work is guided by professors throughout the college. This analysis is used to provide relevant information to policymakers, commanders and other defense and security professionals. Also under the management of the WAR Department, the Decision Support Center (DSC) provides an innovative environment specifically designed to bring together a range of tools to aid in decision-making, concept development or alternative analysis. Contractor support requirements will include:

1. Provide C4ISR, cyber, operational planning, undersea warfare, and ballistic missile defense, and other expertise to support research and analysis efforts.
2. Design, develop, install, integrate and operate C2 and simulation technologies to support research and analysis requirements.
3. Configure research facilities and align systems to support CNWS research objectives.
4. Installation, development, test and integration of simulation, web, communications, collaboration, audio/visual, and analysis systems.
5. Assist in technical installation, configuration, and operation of technologies within the Decision Support Center.

17.1.3 Strategic Research Department

The Strategic Research Department (SRD) makes two essential contributions to the teaching and research missions of the Naval War College. First, SRD is a center for regional security expertise and analysis in four broad areas of the globe: Eurasia, the Asia-Pacific region, the Greater Middle East and Latin America. SRD faculty members have in-country experience, historical knowledge, and critical languages (including Arabic, Farsi, Turkish, Russian, German, French, Chinese, Japanese and Spanish). They teach regionally-oriented electives and research issues of importance to the numbered Fleets, combatant commanders and other government agencies. Second, SRD provides functional areas of expertise with direct relevance to naval strategy, policy and operations. SRD faculty members have substantive expertise in national security decision-making, naval strategy and doctrine, nonproliferation/counter-proliferation, nuclear strategy, civil-military relations and military transformation among others.

Contractor support requirements will include:

1. Provide C4ISR, cyber, operational planning, undersea warfare, and ballistic missile defense, and other expertise to support research and analysis efforts.
2. Design, develop, install, integrate and technologies to support research and analysis requirements.

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3. Configure research facilities and align systems to support research objectives.

17.1.4 China Maritime Studies Institute (CMSI)

The contractor will support the administrative research and analysis efforts of the Strategic Research Department's China Maritime Studies Institute (CMSI), and also provide experienced Intelligence Specialist(s) to support related workshops, seminars and war games. Analysis involves study of Chinese shipbuilding development, China's expanding influence in Southeast Asia, Chinese undersea warfare, and China's merchant marine.

Contractor support requirements will include:

1. Provide English-language research and analytic support involving tactical, operational, and strategic-level research on Chinese C4ISR, naval / maritime / aerospace / cyber concepts, developments, programs, capabilities, requirements, and methods.
2. Gathering, organizing and analyzing data, identification of key operational and analysis issues, and coordination of operational and analytical activities.
3. Conduct internet and library research including trade journals, newspapers, and periodicals and be responsible for development of analytical products.
4. Analyze research results and store in a database.

17.2 College of Operational and Strategic Leadership (COSL) Research

The College of Operational and Strategic Leadership is responsible for training, education, and academic support to the Navy at the joint operational level of war. It is the Navy's source of expertise in the art and science of the functional interface between strategic and tactical domains. It typically involves U.S. Navy numbered fleet commands, other major operational and functional maritime commanders, maritime forces of U.S. Coalition partners, and their staffs in various roles and relationships. Under their service component organizations (Navy, Marine Corps, etc.), commanders also have statutory responsibilities to train, equip and make forces available to joint commanders to support planning and execution responsibilities that span the full range of military operations. Operational Commanders generally exercise a defined span of Command and Control over assigned joint and coalition forces, with links horizontally to other maritime headquarters and air/land component operations centers, and vertically to the next echelon of command. Operational organizations play a key role in the successful execution of the National Strategy for Maritime Security and the Global War on Terror. These highly specialized skill sets also involve supervision of graduate level research activities supporting curriculum development, research and analysis and training exercise development support.

17.2.1 COSL Research in Support of Course and Curriculum Development

The contractor shall research, collect, document, and analyze current operational-level processes, procedures, and doctrine used by the Navy and Joint Forces. Contractor shall develop a draft for course requirements documents, an integrated lesson plan, and other curriculum design documents. These documents will discuss the integration of strategic, operational and tactical level issues, C4ISR, kinetic and non-kinetic options (Information Operations, Electronic Warfare, Cyber, Computer Network Attack, etc.), Ballistic Missile Defense planning, Targeting and Fires, and Joint Operational Warfare. Research will also include development of courseware, lecture notes, presentations, case studies, scenarios, and training feedback mechanisms. All products will be used in COSL training and education curriculum to better prepare our warfighters for their Command and Control responsibilities.

Contractor support requirements will include:

1. Operate and maintain the Maritime Staff Operators Course (MSOC) Battle Labs.
2. Act as White Cell personnel to assist in the simulation of a realistic operating environment.

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3. Assist in the operation and maintenance of the Common Operating Picture, manage C4ISR system displays, and assist students with the operation of C2 systems and other technologies.
4. Assist in the research, analysis, development, and refinement of COSL courses, including MSOC, Executive Level Operations Course, Flag Officer courses as required by COSL.
5. Research, collect, document, and analyze current operational-level processes, procedures, and doctrine used by the Navy and Joint Forces.
6. Develop course requirements documents, an integrated lesson plan, and other curriculum design documents. These documents will discuss the integration of strategic, operational and tactical level issues such as: kinetic and non-kinetic options (Information Operations, Electronic Warfare, Cyber, Computer Network Attack, etc.), Ballistic Missile Defense planning, Targeting and Fires, and Joint Operational Warfare.
7. Research will also include development of courseware, lecture notes, presentations, case studies, scenarios, and training feedback mechanisms. Products will be used in COSL training and education curriculum to better prepare our war fighters for their planning responsibilities.

17.2.2 COSL Support for Executive Education

Administrative, technical and Subject Matter Expertise support will be provided for curriculum development, research and analysis and course delivery for executive education. This task requires extensive experience in Maritime Component Command activities, and Joint Professional Military Education. Operational support for flag education requires a deliberate, systematic educational mechanism that accomplishes several tasks simultaneously: First, it guides and prepares senior officer personnel in such complex and diverse C2 tasks such as deliberate and crisis action planning, joint and maritime logistics, current and future operations management, information operations, fires direction, maritime intelligence fusion and analysis, and special administrative support (legal, public affairs, medical, etc.). Second, it collects and consolidates lessons learned and efficiently distributes these throughout the global constellation of maritime commands. Third, it improves communication between operational staffs and those developing and refining joint maritime policy and strategy. Finally, it ensures processes are properly aligned with other maritime programs. Highly specialized skills are needed to support curriculum development, research and analysis and executive education support. Extensive experience in Maritime Component Command activities, Joint Professional Military Education is required.

Contractor support requirements will include:

1. Provide Subject Matter Experts experienced in Command and Control at the Operational Level of War to provide briefings, moderator services, lectures to Flag Level seminars and workshops.
2. Provide C4ISR, logistical, technical and administrative support to the planning and execution of conferences, courses, lectures and seminars, at locations around the world.
3. Coordinate Flag Officer schedules, travel, transportation, and assist in the presentation of briefings and with audio-visual materials.

17.2.3 COSL Support for Scenario Development and Development of Practical Exercises

The contractor will be responsible for the development and systems integration on Maritime Operations Center support systems and Command and Control processes and technologies. This includes supervision of activities supporting curriculum and scenario development, research and analysis and training exercise development support. Through careful research, thorough analysis and a comprehensive understanding of the roles, functionalities and internal operation of a joint

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maritime headquarters, characterize the Maritime Staff Operators Course training environment. Scenario Development deals with production of products used in providing practical planning exercises. These exercise scenarios are focused on giving students practical experience in planning and operations, and are designed to test what is learned in academic phases. Scenario development includes researching and creating realistic vignettes that contain enough detail to stimulate operational thinking and test planning skills.

Contractor support requirements will include:

1. Identify training requirements and develop program plans.
2. Develop curriculum, instructor guides, student guides and supporting materials in the appropriate media.
3. Apply current science of learning and instructional design theories to develop processes, techniques and equipment as necessary to support training and education.
4. The contractor shall also be responsible for providing experienced Operations Specialists to produce scenario documents such as:
 - Road to Crisis
 - Country Briefs
 - UN Resolutions
 - JCS and COCOM Warning and Op Orders
 - JTF Warning and Op Orders
 - Presidential Directives
 - WARNORD
 - Orders of Battle
 - Blue Force laydown
 - Red Force laydown
 - JTF and JFMCC Conops
 - Climatology
 - Intelligence estimates
 - Situation Reports
 - MESLS

17.3 Support for Dean of Academics

Strategy and Policy Department:

Strategy and Policy is designed to teach students to think strategically and to prepare for

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positions of strategic leadership. Strategy is the relationship between war's purpose, objective, and means. The Strategy and Policy Course adopts an interdisciplinary approach to strategy, drawing on the disciplines of history, political science, international relations, and economics. It integrates with those academic perspectives critical military factors from the profession of arms—such as doctrine, weaponry, training, technology, and logistics. The result is a coherent frame of reference to analyze complex strategic problems and formulate strategies to address them.

National Security Affairs Department:

The National Security Affairs (NSA) Department educates Naval War College students in the effective selection and leadership of military forces within the constraints of available national resources. In support of this primary objective, the department provides instruction in the strategic planning and selection of future military forces, and their potential use as a tool of national power, the nature of economic, political, organizational, and behavioral factors that affect the selection and command of military forces; and in using expanded critical thinking skills to formulate and execute strategy to achieve desired outcomes within complex national security organizations.

Joint Military Operations Department:

The Joint Military Operations (JMO) Joint Professional Military Education (JPME) curriculum focuses on joint warfighting at the theater-strategic and operational levels of war. The JMO course prepares future military and civilian leaders for high-level policy, command, and staff positions requiring joint planning expertise and joint warfighting skills. It emphasizes the theory and practice of operational art as it relates to maritime and joint forces.

17.3.1 Information Management/Knowledge Management Program

The contractor shall provide management support for the Dean of Academic Affairs in the areas of developing business management and web strategies and overseeing the implementation of web services that support the educational, research and military missions of the NWC. The primary services provided under this contract support the NWC's efforts in designing and implementing enterprise business management, information management / knowledge management (IM / KM) solutions for the management of instructional delivery, digital assets, web content design and development, learning content, outreach, calendar and event management, reach back, and faculty inventories of expertise.

Contractor support requirements will include:

1. Support organizational development, performance improvement, strategic planning, risk assessment and management, and change management for NWC.
2. Provide business and financial management services to support the planning, organizing, staffing, controlling, and leading of team efforts in managing programs.
3. Develop tools to readily track and predict the execution of the budget, prepare status briefings on the execution of work, analyze trends and provide other program management support services as directed by government personnel.
4. Provide administrative, logistical, technical and programmatic support to academic departments for the implementation of business strategies.

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5. Participate in associated conferences and meetings to present concerns, make recommendations and gather additional data as required.
6. Perform cost benefit analysis, risk assessments, market surveys, and budget requirements for NWC academic technology programs.
7. Provide process mapping and business reengineering services.
8. Develop and present analysis of business process information and provide reports of findings and recommendations.
9. Support organizational development, performance improvement, strategic planning, risk assessment and management, and change management for NWC.

17.3.2 Center on Irregular Warfare and Armed Groups (CIWAG)

The Strategy and Policy Department, Center on Irregular Warfare and Armed Groups (CIWAG) is dedicated to the interdisciplinary strategic and operational study of the challenges presented by irregular warfare (IW) and non-state actors (armed groups) in the twenty-first century. CIWAG directly supports the CNO's Vision on Irregular Challenges (Jan 2010) by increasing student and faculty proficiency at direct and indirect approaches to dissuade and defeat irregular challenges on land and at sea. CIWAG's activities focus on maritime security awareness, enhanced regional awareness, and coordination with joint, interagency and international partners, per the CNO's Vision. CIWAG also directly supports Department of Defense Directive 3000.07 (2008) which states that it is DoD policy to explicitly integrate concepts and capabilities relevant to IW including doctrine, organization, leadership, and education. The contractor shall provide research in support of the ongoing activities of CIWAG. These personnel shall conduct internet and library research including trade journals, newspapers, and periodicals and be responsible for development and production of academic deliverables related to Irregular Warfare and Armed Groups.

Contractor support requirements will include:

1. Developing, researching, writing and editing case studies for curriculum development on topics related to irregular warfare and armed groups.
2. Conducting outreach to military and civilian academic institutions. Conducting outreach to domestic and international media outlets through press releases and establishing contacts with members of the press.
3. Providing a wide range of administrative support including budget management, scheduling meetings, coordinating meeting logistics, researching and preparing materials.
4. Conducting research and analysis on topics related to irregular warfare and armed groups.
5. Editing articles and manuscripts as well as preparing a wide variety of correspondence, reports, drafts and memos/letters and email in response to routine questions.
6. Assisting the Co-Directors and Deputy Director in the planning, programming, budgeting

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and execution of all workshops, symposia and conferences sponsored by CIWAG.

7. Carrying out all administrative duties including budgeting, managing travel for CIWAG leadership and speakers, as well as executing a variety of tasks crucial to the efficient operation of CIWAG.

8. Researchers will assist in drafting, organizing, editing and producing materials for briefings, meetings and publication.

Contractor responsibilities include:

- Act as the primary point of contact for students enrolled in the course.
- Critique and grade the student written submissions.
- Provide a critique of the submission focusing on both positive aspects and areas needing improvement. Critique should also contain “instruction” focused on areas where student demonstrated less than average knowledge.
- Insert comments within the general text of the student submission focusing on specific areas.
- Critics should contain as a minimum an overall evaluation of the paper to include comments on both administrative (organization, readability and style, and Presentability) and substance (focus and critical reasoning.)
- Return the critiqued submission to the student (and enter the appropriate grade into the student’s Gradebook) using the Blackboard ASSIGNMENTS feature within 96 hours of student submission.
- Answer student e-mails within 48 hours of receipt.
- Ensure the NWC/CDE JMO Web-Enabled Program Manager and Administrative Assistant are aware of :
 - Student address, e-mail or personal changes.
 - Students who are falling behind in course completion, students who have lost contact with the professor, or students who are achieving at a level below average.
 - Establish, monitor, and participate in discussion boards as listed in the curriculum.
- Establish additional discussion boards, as needed to ensure student’s questions or areas of concern are addressed.
- Periodically establish and conduct live “chat” sessions in the Virtual Classroom area of Blackboard (as a minimum—one per Block of instruction).
- Maintain a file of all professor/student contact e-mails, Memos for Record, papers, grades, etc., and provide to the Government Program Manager as requested.
- Provide to the Government Program Manager and System Administrator a biography and other personal contact information as required.
- Immediately report any Blackboard problems to the System Administrator.
- Provide his/her own computer equipment and associated software, internet access, e-mail capability, and any other equipment necessary to conduct the course.

18.0 LIST OF ATTACHMENTS (*Government and/or Contractor*)

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Attachment 1 – Quality Assurance Surveillance Plan (QASP)

Attachment 2 – CDRLs (DD1423)

C-313 SECURITY REQUIREMENTS (DEC 1999)

The work to be performed under this contract as delineated in the DD Form 254, Attachment No. 4 involves access to and handling of classified material up to and including Top Secret.

In addition to the requirements of the FAR 52.204-2 “Security Requirements” clause, the Contractor shall appoint a Security Officer, who shall (1) be responsible for all security aspects of the work performed under this contract, (2) assure compliance with the National Industry Security Program Operating Manual (DODINST 5220.22M), and (3) assure compliance with any written instructions from the Security Officer Code OA1, SPAWAR Systems Center Charleston, P.O. Box 190022, North Charleston, SC 29419-9022.

C-315 WORKWEEK (DEC 1999)

(a) All or a portion of the effort under this contract will be performed on a Government installation. The normal workweek for Government employees at SPAWAR Systems Center Charleston and its Detachments is Monday through Friday 0730 to 1600. Work at this Government installation, shall be performed by the contractor within the normal workweek unless differing hours are specified on the individual task orders. Following is a list of holidays observed by the Government:

Name of Holiday Time of Observance

New Year's Day 1 January

Martin Luther King Jr. Day Third Monday in January

President's Day Third Monday in February

Memorial Day Last Monday in May

Independence Day 4 July

Labor Day First Monday in September

Columbus Day Second Monday in October

Veteran's Day 11 November

Thanksgiving Day Fourth Thursday in November

Christmas Day 25 December

(b) If any of the above holidays occur on a Saturday or a Sunday, then such holiday shall be observed by the Contractor in accordance with the practice as observed by the assigned Government employees at the using activity.

(c) If the Contractor is prevented from performance as the result of an Executive Order or an administrative leave determination applying to the using activity, such time may be charged to the contract as direct cost provided such charges are consistent with the Contractor's accounting practices.

(d) This contract does not allow for payment of overtime during the normal workweek for employees who are not exempted from the Fair Labor Standards Act unless expressly authorized by the Ordering Officer. Under Federal regulations the payment of overtime is required only when an employee works more than 40 hours in a normal week period.

C-317 NOTICE TO CONTRACTOR OF CERTAIN DRUG DETECTION PROCEDURES (DEC 1999)

(a) Pursuant to Navy policy applicable to both Government and contractor personnel, measures will be taken to

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prevent the introduction and utilization of illegal drugs and related paraphernalia into Government Work areas.

(b) In furtherance of the Navy's drug control program, unannounced periodic inspections of the following nature may be conducted by installation security authorities:

(1) Routine inspection of contractor occupied work spaces.

(2) Random inspections of vehicles on entry or exit, with drug detection dog teams as available, to eliminate them as a safe haven for storage of or trafficking in illegal drugs.

(3) Random inspections of personnel possessions on entry or exit from the installation.

(c) When there is probable cause to believe that a contractor employee on board a naval installation has been engaged in use, possession or trafficking of drugs, the installation authorities may detain said employee until the employee can be removed from the installation, or can be released to the local authorities having jurisdiction.

(d) Trafficking in illegal drug and drug paraphernalia by contract employees while on a military vessel/installation may lead to possible withdrawal or downgrading of security clearance, and/or referral for prosecution by appropriate law enforcement authorities.

(e) The contractor is responsible for the conduct of employees performing work under this contract and is, therefore, responsible to assure that employees are notified of these provisions prior to assignment.

(f) The removal of contractor personnel from a Government vessel or installation as a result of the drug offenses shall not be cause for excusable delay, nor shall such action be deemed a basis for an equitable adjustment to price, delivery or other provisions of this contract.

C-719 EXEMPTION FROM ELECTRONIC AND INFORMATION TECHNOLOGY ACCESSIBILITY REQUIREMENTS (JUN 2001)

(a) The Government has determined that the following exemption(s) to the Electronic and Information Technology (EIT) Accessibility Standards (36 C.F.R. § 1194) are applicable to this procurement:

The EIT to be provided under this contract has been designated as a National Security System.

The EIT acquired by the contractor is incidental to this contract.

The EIT to be provided under this contract would require a fundamental alteration in the nature of the product or its components in order to comply with the EIT Accessibility Standards.

The EIT to be provided under this contract will be located in spaces frequented only by service personnel for maintenance, repair, or occasional monitoring of equipment.

Compliance with the EIT Accessibility Standards would impose an undue burden on the agency.

The EIT to be provided under this contract is purchased in accordance with FAR Subpart 13.2 prior to January 1, 2003.

(b) Notwithstanding that an exemption exists, the Contractor may furnish supplies or services provided under this contract that comply with the EIT Accessibility Standards (36 C.F.R. § 1194).

C-720 PERFORMANCE BASED REVIEW AND ACCEPTANCE PROCEDURES

This is a performance based order, as defined in FAR Part 37.6. Contractor performance will be reviewed in accordance with the Quality Assurance Plan as follows:

QUALITY ASSURANCE PLAN

(1) Objective: The purpose of this plan is to provide a quality assurance plan for the services contracted under this Task Order. This plan provides a basis for the Task Order Manager (TOM) to evaluate the quality of the contractor's performance. The oversight provided for in this plan, and the remedy established, will help ensure that service levels

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are of high quality throughout the task order term.

(2) Performance Standards:

- a. The deliverables under this task order will be consistently technically accurate.
- b. The services delivered under this task order will be consistently of high quality.
- c. The contractor's cost control efforts under this task order will be consistently effective (applicable to cost reimbursement task orders).
- d. The contractor will be consistently responsive to Government customers in its performance of this task order.
- e. For the purposes of this plan, "consistently" is defined as "generally holding true", "persistently over time", and/or "overall uniformly".

(3) Evaluation Methods: The TOM will conduct performance evaluations based on the standards in paragraph 2 above using the following technique:

- a. During the performance period of the task order, the TOM will continually and proactively monitor contractor efforts and obtain input from other Government personnel with performance oversight functions to ascertain the level of compliance with the Performance Standards.
- b. Every 12 months after the effective date of the task order, the TOM will prepare a Task Order Performance Evaluation (TOPE) documenting the results of the efforts performed under paragraph 3.a. above.
- c. The TOM will upload the TOPE to the SeaPort Portal.

(4) Remedy

- a. If the annual Performance Evaluation indicates that the contractor has not met one or more of the Performance Standards, the following negative remedy becomes effective: the TOM will submit a negative TOPE on the SeaPort Portal for the applicable Performance Standard.
- b. This is a significant negative remedy as the TOPE is a key part of the Performance Monitoring process which:
 - i. Provides input to the annual Contractor Performance Assessment Report (CPAR); and
 - ii. Determines the contractor's ability to earn term extensions to its basic SeaPort-e contract in accordance with the Award Term provisions contained therein.

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SECTION D PACKAGING AND MARKING

SHIP TO INFORMATION:

See Section G - Task Order Manager

Packaging and Marking shall be in accordance with Section D of the SeaPort-e Multiple Award IDIQ contract.

All Deliverables shall be packaged and marked IAW Best Commercial Practice.

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SECTION E INSPECTION AND ACCEPTANCE

E-303 INSPECTION AND ACCEPTANCE- - DESTINATION (JAN 2002)

Inspection and acceptance of the services to be furnished hereunder shall be made at destination by the Task Order Manager or his duly authorized representative.

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SECTION F DELIVERABLES OR PERFORMANCE

The periods of performance for the following Items are as follows:

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CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following Items are as follows:

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Services to be performed hereunder will be provided at (insert specific address and building etc.)

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SECTION G CONTRACT ADMINISTRATION DATA

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

G-317 INVOICING INSTRUCTIONS FOR SERVICES USING WIDE AREA WORK FLOW (WAWF) (JAN 2007)

- (a) Invoices for services rendered under this task order shall be submitted electronically through the Wide Area Work Flow-Receipt and Acceptance (WAWF). The contractor shall submit invoices for payment per contract terms. The Government shall process invoices for payment per contract terms.
- (b) The vendor shall have their CAGE Code activated by calling 1-866-618-5988. Once activated, the vendor shall self-register at the WAWF website at <https://wawf.eb.mil>. Vendor training is available on the internet at <https://wawftraining.eb.mil>. Additional support can be accessed by calling the Navy WAWF Assistance Line at 1-800-559-9293.
- (c) Back-up documentation can be included and attached to the invoice in WAWF. Attachments created with any Microsoft Office product, or Adobe (.pdf files), is attachable to the invoice in WAWF.
- (d) A separate invoice will be prepared no more frequently than every two weeks. Do not combine the payment claims for services provided under this contract.
- (e) The following information is provided for completion of the invoice in WAWF:

[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

Pursuant to the requirement at DFARS PGI 204.7108, Payment Instructions (d) (12) none of the standard payment instructions identified in paragraphs (d)(1) through (11) of this section are appropriate, 252.204-0001 thru 0011 cannot be applied due to the nature of SEAPORT ORDER and that each ACRN is applicable to each CLIN and the sequence of work cannot be predicted in advance. The Payment instructions below provide a significantly better reflection of how funds will be expended in support of contract performance.

INVOICING AND PAYMENT INSTRUCTIONS FOR MULTIPLE ACCOUNTING CLASSIFICATION CITATIONS

Consistent with task order clause 5252.232-9206, Segregation of Costs, the contractor shall segregate and

[REDACTED]

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SECTION H SPECIAL CONTRACT REQUIREMENTS

H-XX NOTIFICATION CONCERNING DETERMINATION OF SMALL BUSINESS SIZE STATUS

NOTIFICATION CONCERNING DETERMINATION OF SMALL BUSINESS SIZE STATUS

For the purposes of FAR clauses 52.219-6, NOTICE OF TOTAL SMALL BUSINESS SET-ASIDE, 52.219-3, NOTICE OF TOTAL HUBZONE SET-ASIDE, 52.219-18, NOTIFICATION OF COMPETITION LIMITED TO ELIGIBLE 8(A) CONCERNS, and 52.219-27 NOTICE OF TOTAL SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS SET-ASIDE, the determination of whether a small business concern is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the size standards in this solicitation, and further, meets the definition of a HUBZone small business concern, a small business concern certified by the SBA for participation in the SBAs 8(a) program, or a service disabled veteran-owned small business concern, as applicable, shall be based on the status of said concern at the time of award of the SeaPort-e MACs and as further determined in accordance with Special Contract Requirement H-19.

09RA 52.219-27 NOTICE OF TOTAL SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS SET-ASIDE (May 2004)

(a) Definition. “Service-disabled veteran-owned small business concern”— (1) Means a small business concern— (i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and (ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a service-disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran. (2) “Service-disabled veteran” means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

(b) General. (1) Offers are solicited only from service-disabled veteran-owned small business concerns. Offers received from concerns that are not service-disabled veteran-owned small business concerns shall not be considered. (2) Any award resulting from this solicitation will be made to a service-disabled veteran-owned small business concern.

(c) Agreement. A service-disabled veteran-owned small business concern agrees that in the performance of the contract, in the case of a contract for— (1) Services (except construction), at least 50 percent of the cost of personnel for contract performance will be spent for employees of the concern or employees of other service-disabled veteran-owned small business concerns; (2) Supplies (other than acquisition from a nonmanufacturer of the supplies), at least 50 percent of the cost of manufacturing, excluding the cost of materials, will be performed by the concern or other service-disabled veteran-owned small business concerns; (3) General construction, at least 15 percent of the cost of the contract performance incurred for personnel will be spent on the concern’s employees or the employees of other service-disabled veteran-owned small business concerns; or (4) Construction by special trade contractors, at least 25 percent of the cost of the contract performance incurred for personnel will be spent on the concern’s employees or the employees of other service-disabled veteran-owned small business concerns.

(d) A joint venture may be considered a service-disabled veteran owned small business concern if— (1) At least one member of the joint venture is a service-disabled veteran-owned small business concern, and makes the following representations: That it is a service-disabled veteran-owned small business concern, and that it is a small business concern under the North American Industry Classification Systems (NAICS) code assigned to the procurement; (2) Each other concern is small under the size standard corresponding to the NAICS code assigned to the procurement; and (3) The joint venture meets the requirements of paragraph 7 of the explanation of Affiliates in 19.101 of the Federal Acquisition Regulation. (4) The joint venture meets the requirements of 13 CFR 125.15(b).

(e) Any service-disabled veteran-owned small business concern (nonmanufacturer) must meet the requirements in 19.102(f) of the Federal Acquisition Regulation to receive a benefit under this program.

5252.232-9206 SEGREGATION OF COSTS (DEC 2003)

(a) The Contractor agrees to segregate costs incurred under this task order at the lowest level of performance, either

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task or subtask, rather than on a total task order basis, and to submit invoices reflecting costs incurred at that level. Invoices shall contain summaries of work charged during the period covered, as well as overall cumulative summaries by labor category for all work invoiced to date (if applicable), by line item, task or subtask.

(b) Where multiple lines of accounting are present, the ACRN preceding the accounting citation will be found in Section B and/or Section G. Payment of Contractor invoices shall be accomplished only by charging the ACRN that corresponds to the work invoiced.

(c) Except when payment requests are submitted electronically as specified in the clause at DFARS 252.232-7003, Electronic Submission of Payment Requests, one copy of each invoice or voucher will be provided, at the time of submission to DCAA, to the Task Order Manager.

H-350 REIMBURSEMENT OF TRAVEL COSTS (NOV 2005)

(a) Contractor Request and Government Approval of Travel

Any travel under this contract must be specifically requested in writing, by the contractor prior to incurring any travel costs. If this contract is a definite or indefinite delivery contract, then the written Government authorization will be by task/delivery orders issued by the Ordering Officer or by a modification to an issued task/delivery order. If this contract is not a definite or indefinite delivery contract, then the written Government authorization will be by written notice of approval from the Contracting Officer's Representative (COR). The request shall include as a minimum, the following:

- (1) Contract number
- (2) Date, time, and place of proposed travel
- (3) Purpose of travel and how it relates to the contract
- (4) Contractor's estimated cost of travel
- (5) Name(s) of individual(s) traveling and;
- (6) A breakdown of estimated travel and per diem charges.

(b) General

(1) The costs for travel, subsistence, and lodging shall be reimbursed to the contractor only to the extent that it is necessary and authorized for performance of the work under this contract. The costs for travel, subsistence, and lodging shall be reimbursed to the contractor in accordance with the Federal Acquisition Regulation (FAR) 31.205-46, which is incorporated by reference into this contract. As specified in FAR 31.205-46(a) (2), reimbursement for the costs incurred for lodging, meals and incidental expenses (as defined in the travel regulations cited subparagraphs (b)(1)(i) through (b)(1)(iii) below) shall be considered to be reasonable and allowable only to the extent that they do not exceed on a daily basis the maximum per diem rates in effect at the time of travel as set forth in the following:

- (i) Federal Travel Regulation prescribed by the General Services Administration for travel in the contiguous 48 United States;
- (ii) Joint Travel Regulation, Volume 2, DoD Civilian Personnel, Appendix A, prescribed by the Department of Defense for travel in Alaska, Hawaii, The Commonwealth of Puerto Rico, and the territories and possessions of the United States; or
- (iii) Standardized Regulations, (Government Civilians, Foreign Areas), Section 925, "Maximum Travel Per Diem Allowances in Foreign Areas" prescribed by the Department of State, for travel in areas not covered in the travel regulations cited in subparagraphs (b)(1)(i) and (b)(1)(ii) above.

(2) Personnel in travel status from and to the contractor's place of business and designated work site or vice versa, shall be considered to be performing work under the contract, and contractor shall bill such travel time at the straight (regular) time rate; however, such billing shall not exceed eight hours per person for any one person while in travel status during one calendar day.

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(c) Per Diem

(1) The contractor shall not be paid per diem for contractor personnel who reside in the metropolitan area in which the tasks are being performed. Per diem shall not be paid on services performed at contractor's home facility and at any facility required by the contract, or at any location within a radius of 50 miles from the contractor's home facility and any facility required by this contract.

(2) Costs for subsistence and lodging shall be paid to the contractor only to the extent that overnight stay is necessary and authorized in writing by the Government for performance of the work under this contract per paragraph (a). When authorized, per diem shall be paid by the contractor to its employees at a rate not to exceed the rate specified in the travel regulations cited in FAR 31.205-46(a)(2) and authorized in writing by the Government. The authorized per diem rate shall be the same as the prevailing locality per diem rate.

(3) Reimbursement to the contractor for per diem shall be limited to payments to employees not to exceed the authorized per diem and as authorized in writing by the Government per paragraph (a). Fractional parts of a day shall be payable on a prorated basis for purposes of billing for per diem charges attributed to subsistence on days of travel. The departure day from the Permanent Duty Station (PDS) and return day to the PDS shall be 75% of the applicable per diem rate. The contractor shall retain supporting documentation for per diem paid to employees as evidence of actual payments, as required by the FAR 52.216-7 "Allowable Cost and Payment" clause of the contract.

(d) Transportation

(1) The contractor shall be paid on the basis of actual amounts paid to the extent that such transportation is necessary for the performance of work under the contract and is authorized in writing by the Government per paragraph (a).

(2) The contractor agrees, in the performance of necessary travel, to use the lowest cost mode commensurate with the requirements of the mission and in accordance with good traffic management principles. When it is necessary to use air or rail travel, the contractor agrees to use coach, tourist class or similar accommodations to the extent consistent with the successful and economical accomplishment of the mission for which the travel is being performed. Documentation must be provided to substantiate non-availability of coach or tourist if business or first class is proposed to accomplish travel requirements.

(3) When transportation by privately owned conveyance (POC) is authorized, the contractor shall be paid on a mileage basis not to exceed the applicable Government transportation rate specified in the travel regulations cited in FAR 31.205-46(a)(2) and is authorized in writing by the Government per paragraph (a).

(4) When transportation by privately owned (motor) vehicle (POV) is authorized, required travel of contractor personnel, that is not commuting travel, may be paid to the extent that it exceeds the normal commuting mileage of such employee. When an employee's POV is used for travel between an employee's residence or the Permanent Duty Station and one or more alternate work sites within the local area, the employee shall be paid mileage for the distance that exceeds the employee's commuting distance.

(5) When transportation by a rental automobile, other special conveyance or public conveyance is authorized, the contractor shall be paid the rental and/or hiring charge and operating expenses incurred on official business (if not included in the rental or hiring charge). When the operating expenses are included in the rental or hiring charge, there should be a record of those expenses available to submit with the receipt. Examples of such operating expenses include: hiring charge (bus, streetcar or subway fares), gasoline and oil, parking, and tunnel tolls.

(6) Definitions:

(i) "Permanent Duty Station" (PDS) is the location of the employee's permanent work assignment (i.e., the building or other place where the employee regularly reports for work.

(ii) "Privately Owned Conveyance" (POC) is any transportation mode used for the movement of persons from place to place, other than a Government conveyance or common carrier, including a conveyance loaned for a charge to, or rented at personal expense by, an employee for transportation while on travel when such rental conveyance has not been authorized/approved as a Special Conveyance.

(iii) "Privately Owned (Motor) Vehicle (POV)" is any motor vehicle (including an automobile, light truck, van or

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pickup truck) owned by, or on a long-term lease (12 or more months) to, an employee or that employee's dependent for the primary purpose of providing personal transportation, that:

(a) is self-propelled and licensed to travel on the public highways;

(b) is designed to carry passengers or goods; and

(c) has four or more wheels or is a motorcycle or moped.

(iv) "Special Conveyance" is commercially rented or hired vehicles other than a POC and other than those owned or under contract to an agency.

(v) "Public Conveyance" is local public transportation (e.g., bus, streetcar, subway, etc) or taxicab.

(iv) "Residence" is the fixed or permanent domicile of a person that can be reasonably justified as a bona fide residence.

EXAMPLE 1: Employee's one way commuting distance to regular place of work is 7 miles. Employee drives from residence to an alternate work site, a distance of 18 miles. Upon completion of work, employee returns to residence, a distance of 18 miles.

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (14 miles). The employee is reimbursed for 22 miles ($18 + 18 - 14 = 22$).

EXAMPLE 2: Employee's one way commuting distance to regular place of work is 15 miles. Employee drives from residence to an alternate work site, a distance of 5 miles. Upon completion of work, employee returns to residence, a distance of 5 miles.

In this case, the employee is not entitled to be reimbursed for the travel performed (10 miles), since the distance traveled is less than the commuting distance (30 miles) to the regular place of work.

EXAMPLE 3: Employee's one way commuting distance to regular place of work is 15 miles. Employee drives to regular place of work. Employee is required to travel to an alternate work site, a distance of 30 miles. Upon completion of work, employee returns to residence, a distance of 15 miles.

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (30 miles). The employee is reimbursed for 30 miles ($15 + 30 + 15 - 30 = 30$).

EXAMPLE 4: Employee's one way commuting distance to regular place of work is 12 miles. In the morning the employee drives to an alternate work site (45 miles). In the afternoon the employee returns to the regular place of work (67 miles). After completion of work, employee returns to residence, a distance of 12 miles.

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal round trip commuting distance (24 miles). The employee is reimbursed for 100 miles ($45 + 67 + 12 - 24 = 100$).

EXAMPLE 5: Employee's one way commuting distance to regular place of work is 35 miles. Employee drives to the regular place of work (35 miles). Later, the employee drives to alternate work site #1 (50 miles) and then to alternate work site #2 (25 miles). Employee then drives to residence (10 miles).

In this case, the employee is entitled to be reimbursed for the distance that exceeds the normal commuting distance (70 miles). The employee is reimbursed for 50 miles ($35 + 50 + 25 + 10 - 70 = 50$).

EXAMPLE 6: Employee's one way commuting distance to regular place of work is 20 miles. Employee drives to the regular place of work (20 miles). Later, the employee drives to alternate work site #1 (10 miles) and then to alternate work site #2 (5 miles). Employee then drives to residence (2 miles).

In this case, the employee is not entitled to be reimbursed for the travel performed (37 miles), since the distance traveled is less than the commuting distance (40 miles) to the regular place of work.

H-355 CONTRACTOR IDENTIFICATION (DEC 1999)

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- (a) Contractor employees must be clearly identifiable while on Government property by wearing appropriate badges.
- (b) Contractor employees are required to clearly identify themselves and the company they work for whenever making contact with Government personnel by telephone or other electronic means.

ORGANIZATIONAL CONFLICT OF INTEREST (NAVSEA) (JUL 2000) (RESTATED FROM BASIC CONTRACT)

(a) "Organizational Conflict of Interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage. "Person" as used herein includes Corporations, Partnerships, Joint Ventures, and other business enterprises.

(b) The Contractor warrants that to the best of its knowledge and belief, and except as otherwise set forth in the contract, the Contractor does not have any organizational conflict of interest(s) as defined in paragraph (a).

(c) It is recognized that the effort to be performed by the Contractor under this contract may create a potential organizational conflict of interest on the instant contract or on a future acquisition. In order to avoid this potential conflict of interest, and at the same time to avoid prejudicing the best interest of the Government, the right of the Contractor to participate in future procurement of equipment and/or services that are the subject of any work under this contract shall be limited as described below in accordance with the requirements of FAR 9.5.

(d) (1) The Contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information provided to the Contractor by the Government during or as a result of performance of this contract. Such information includes, but is not limited to, information submitted to the Government on a confidential basis by other persons. Further, the prohibition against release of Government provided information extends to cover such information whether or not in its original form, e.g., where the information has been included in Contractor generated work or where it is discernible from materials incorporating or based upon such information. This prohibition shall not expire after a given period of time.

(2) The Contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information generated or derived during or as a result of performance of this contract. This prohibition shall expire after a period of three years after completion of performance of this contract.

(3) The prohibitions contained in subparagraphs (d)(1) and (d)(2) shall apply with equal force to any affiliate of the Contractor, any subcontractor, consultant, or employee of the Contractor, any joint venture involving the Contractor, any entity into or with which it may merge or affiliate, or any successor or assign of the Contractor. The terms of paragraph (f) of this Special Contract Requirement relating to notification shall apply to any release of information in contravention of this paragraph (d).

(e) The Contractor further agrees that, during the performance of this contract and for a period of three years after completion of performance of this contract, the Contractor, any affiliate of the Contractor, any subcontractor, consultant, or employee of the Contractor, any joint venture involving the Contractor, any entity into or with which it may subsequently merge or affiliate, or any other successor or assign of the Contractor, shall not furnish to the United States Government, either as a prime contractor or as a subcontractor, or as a consultant to a prime contractor or subcontractor, any system, component or services which is the subject of the work to be performed under this contract. This exclusion does not apply to any recompetition for those systems, components or services furnished pursuant to this contract. As provided in FAR 9.505-2, if the Government procures the system, component, or services on the basis of work statements growing out of the effort performed under this contract, from a source other than the contractor, subcontractor, affiliate, or assign of either, during the course of performance of this contract or before the three year period following completion of this contract has lapsed, the Contractor may, with the authorization of the SeaPort/Task Order Contracting Officer, participate in a subsequent procurement for the same system, component, or service. In other words, the Contractor may be authorized to compete for procurement(s) for systems, components or services subsequent to an intervening procurement.

(f) The Contractor agrees that, if after award, it discovers an actual or potential organizational conflict of interest, it shall make immediate and full disclosure in writing to the SeaPort/Task Order Contracting Officer. The notification shall include a description of the actual or potential organizational conflict of interest, a description of the action

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which the Contractor has taken or proposes to take to avoid, mitigate, or neutralize the conflict, and any other relevant information that would assist the SeaPort/Task Order Contracting Officer in making a determination on this matter. Notwithstanding this notification, the Government may terminate the contract/Task Orders for the convenience of the Government if determined to be in the best interest of the Government.

(g) Notwithstanding paragraph (f) above, if the Contractor was aware, or should have been aware, of an organizational conflict of interest prior to the award of this contract or becomes, or should become, aware of an organizational conflict of interest after award of this contract and does not make an immediate and full disclosure in writing to the SeaPort/Task Order Contracting Officer, the Government may terminate this contract/task orders for default.

(h) If the Contractor takes any action prohibited by this requirement or fails to take action required by this requirement, the Government may terminate this contract for default.

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

(j) Nothing in this requirement is intended to prohibit or preclude the Contractor from marketing or selling to the United States Government its product lines in existence on the effective date of this contract; nor, shall this requirement preclude the Contractor from participating in any research and development or delivering any design development model or prototype of any such equipment. Additionally, sale of catalog or standard commercial items are exempt from this requirement.

(k) The Contractor shall promptly notify the Contracting Officer, in writing, if it has been tasked to evaluate or advise the Government concerning its own products or activities or those of a competitor in order to ensure proper safeguards exist to guarantee objectivity and to protect the Government's interest.

(l) The Contractor shall include this requirement in subcontracts of any tier which involve access to information or situations/conditions covered by the preceding paragraphs, substituting "subcontractor" for "contractor" where appropriate.

(m) The rights and remedies described herein shall not be exclusive and are in addition to other rights and remedies provided by law or elsewhere included in the basic contract or this task order.

(n) Compliance with this requirement is a material requirement of the basic contract and this task order.

TECHNICAL INSTRUCTIONS

(a) Performance of work hereunder may be subject to written technical instructions signed by the Task Order Manager (TOM) specified in Section G of this task order. As used herein, technical instructions are defined to include the following:

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

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

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

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SECTION I CONTRACT CLAUSES

09RA 52.217-9 -- OPTION TO EXTEND THE TERM OF THE CONTRACT. (MAR 2008)

- (a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.
- (b) If the Government exercises this option, the extended contract shall be considered to include this option clause.
- (c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five years.

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SECTION J LIST OF ATTACHMENTS

Labor Categories

Rate Check Request

CDRLs

DD254

Reference Information Sheet

Past Performance Questionnaire

Cost Summary Format

Support Cost Data

QASP