

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE
U

PAGE OF PAGES
1 2

2. AMENDMENT/MODIFICATION NO.
02

3. EFFECTIVE DATE
25-Feb-2016

4. REQUISITION/PURCHASE REQ. NO.
H912696029A545

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

6. ISSUED BY CODE

N00189

7. ADMINISTERED BY (If other than Item 6) CODE

S5111A

NAVSUP FLC Norfolk, Detachment Philadelphia
700 Robbins Avenue, Bldg. 2B
Philadelphia PA 19111-5083
Adam.Dombrowski@navy.mil 215-697-9703

DCMA HAMPTON
2000 Enterprise Parkway, Suite 200
Hampton VA 23666

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code)

Command Post Technologies, Inc.
1039 Champions Way, Suite 100
Suffolk VA 23435-3772

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.

N00178-15-D-8138-EX01

10B. DATED (SEE ITEM 13)

09-Feb-2016

CAGE CODE
5KLG9

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)

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).
<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)

Adam E Dombrowski, Contracting Officer

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY /s/Adam E Dombrowski

(Signature of Contracting Officer)

25-Feb-2016

NSN 7540-01-152-8070
PREVIOUS EDITION UNUSABLE

30-105

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

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GENERAL INFORMATION

The purpose of this modification is to add the special payment instruction clause in accordance with DFARS PGI 204.7108. Accordingly, said Task Order is modified as follows: 252.204-0001 Line Item Specific: Single Funding. (SEP 2009)The payment office shall make payment using the ACRN funding of the line item being billed. 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:

The total amount of funds obligated to the task is hereby increased from \$50,000.00 by \$0.00 to \$50,000.00.

The total value of the order is hereby increased from \$105,623.53 by \$0.00 to \$105,623.53.

The Period of Performance of the following line items is hereby changed as follows:

CLIN/SLIN From To

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continue performance in excess of the Estimated Total Hours. The Contracting Officer may extend the period of performance in order to expend either the total estimated cost or the Estimated Total Hours. If this contract is subject to the Service Contract Act, in no event will the Contracting Officer, pursuant to this paragraph (e), extend the period of performance such that the period of performance, as extended, will exceed five years.

(f) If at any time during the performance of this contract the contractor expends in excess of 85% of the available estimated manhours of direct labor, the contractor shall immediately notify the Contracting Officer in writing. Nothing herein shall be construed to alter or waive any of the rights or obligations of either party pursuant to the clause entitled "Limitation of Cost" and/or "Limitation of Funds."

LEVEL OF EFFORT - DELIVERY/TASK ORDER PERFORMANCE (FISC DET PHILA) (OCT 1992)

It is understood and agreed that the number of hours and the total dollar amount for each labor category specified in any deliver/task order issued under this contract are estimates only and shall not limit the use of hours or dollar amount in any labor category which may be required and provided for under an individual delivery/task order.

Accordingly, in the performance of any delivery/task order, the contractor shall be allowed to adjust the quantity of labor hours provided for within labor categories specified in the order provided that in so performing the contractor shall not in any event exceed the ceiling price restrictions of any order, including modifications thereof.

PAYMENT OF FIXED FEE

The fixed fee for work performed under this contract is \$_____ provided that approximately 1,120 hours of technical effort are employed by the contractor in performance of this contract. If substantially fewer than 1,120 hours of technical effort are employed, the fixed fee shall be equitably reduced to reflect the reduction of work. The Government shall make monthly payments of the fixed fee at the rate of \$_____ per direct labor hour invoiced by the contractor. All payments shall be in accordance with the provisions of FAR 52.216-8, "Fixed Fee," and FAR 52.216-7, "Allowable Cost and Payment." Payments shall be subject to the withholding provisions of Paragraph (b) of FAR 52.216-8, provided that the total of all such monthly payments shall not exceed eighty-five (85%) percent of the fixed fee. Any balance of fixed fee due the contractor shall be paid to the Contractor, and any over-payment of fixed fee shall be repaid to the Government by the Contractor, or otherwise credited to the Government at the time of final payment.

LOT I CLIN 0001 1,120 Hours

REIMBURSEMENT OF TRAVEL COSTS (OCT 1998)

(a) Travel

(1) Area of Travel. Performance under this task order may require travel by contractor personnel. If travel, domestic or overseas, is required, the contractor is responsible for making all needed arrangements for his personnel. This includes but is not limited to the following: Medical Examinations, Immunization, Passports, visas, etc., Security Clearances

All contractor personnel required to perform work on any U.S. Navy vessel will have to obtain boarding authorization from the Commanding Officer of the vessel prior to boarding.

(2) Travel Policy. The Government will reimburse the contractor for allowable travel costs incurred by the contractor in performance of the contract and determined to be in accordance with FAR subpart 31.2, subject to the following provisions: Travel required for tasks assigned under this contract shall be governed in accordance with rules set forth for temporary duty travel in FAR 31.205-46.

(3) Travel. Travel, subsistence, and associated labor charges for travel time are authorized, whenever a task assignment requires work to be accomplished at a temporary alternate worksite. Travel performed for personal convenience and daily travel to and from work at contractor's facility will not be reimbursed.

(4) Per Diem. Per diem for travel on work assigned under this contract will be reimbursed to employees consistent with company policy, but not to exceed the amount authorized in the Department of Defense Joint Travel Regulations.

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

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Volume 2.

(6) Air/Rail Travel. In rendering the services, the contractor shall be reimbursed for the actual costs of transportation incurred by its personnel not to exceed the cost of tourist class rail, or plane fare, to the extent that such transportation is necessary for the performance of the services hereunder and is authorized by the Ordering Officer. Such authorization by the Ordering Officer shall be indicated in the order or in some other suitable written form.

NOTE: To the maximum extent practicable without the impairment of the effectiveness of the mission, transportation shall be tourist class. In the event that only first class travel is available, it will be allowed, provided justification therefore is fully documented and warranted.

(7) Private Automobile. The use of privately owned conveyance within the continental United States by the traveler will be reimbursed to the contractor at the mileage rate allowed by Joint Travel Regulations. Authorization for the use of privately owned conveyance shall be indicated on the order. Distances traveled between points shall be shown in standard highway mileage guides. Any deviations from distance shown in such standard mileage guides shall be explained by the traveler on his expense sheet.

(8) Car Rental. The contractor shall be entitled to reimbursement for car rental, exclusive of mileage charges, as authorized by each order, when the services are required to be performed outside the normal commuting distance from the contractor's facilities. Car rental for TDY teams will be limited to a rate of one car for every four (4) persons on TDY at one site.

PERSONNEL QUALIFICATIONS (NAVSUP 5252.237-9401)(JAN 1992)

(a) Personnel assigned to or utilized by the Contractor in the performance of this Order shall, as a minimum, meet the experience, educational, or other background requirements set forth in the Performance Work Statement and shall be fully capable of performing in an efficient, reliable, and professional manner.

(b) If the Government questions the qualifications or competence of any person performing under the Order, the burden of proof to sustain that the person is qualified as prescribed herein shall be upon the Contractor.

(c) The Contractor must have the personnel, organization, and administrative control necessary to ensure that the services performed meet all requirements specified in the task order. The work history of each Contractor employee shall contain experience directly related to the tasks and functions to be assigned. The Contracting Officer reserves the right to determine if a given work history contains necessary and sufficiently detailed, related experience to reasonable ensure the ability for effective and efficient performance.

(End of Clause)

The contractor shall accomplish the assigned work by employing and utilizing qualified personnel with appropriate combinations of education, training, and experience. The contractor shall match personnel skills to the work or task with a minimum of under/over employment of resources. The contractor shall ensure the labor categories as defined in the Labor Categories document, labor rates, and man-hours utilized in the performance of the task order issued hereunder will be the minimum necessary to accomplish the task.

The Contractor shall provide the necessary resources and infrastructure to manage, perform, and administer the contract utilizing the labor category included below:

Senior Systems Analyst

Description of Labor Category. Prepares and/or recommends analytic methods for design and testing plans. Directs team(s) of systems analysts. Advises program managers on relevant analytic methods for program plans. Mentors engineers on relevance of analytic methods to engineering functions. Undertakes complex quantitative and qualitative analyses. Directs teams of systems analysts. Prepares and presents reports on analytic outcomes.

Education Requirement. Bachelor's degree and eight years of relevant experience. Master's degree and five years of experience. Two years of formal technical training and twelve years of relevant experience. 20 years of relevant experience.

Experience Which Demonstrates Qualifications for Labor Category.

1. General Experience. Understanding and application of analytic capabilities to support the planning, preparation, implementation and reporting of complex testing and evaluation activities.

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2. Specific Experience. Understanding and application of probability theory, statistics, forecasting, regression analysis, and both qualitative and quantitative analysis.

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

Performance Work Statement

Analysis of Verification and Validation Process supporting the Defense Enterprise Cyber Range Environment (DECRE) to improve Developmental and Operational Test & Evaluation to Joint Staff J6

1.1 Background The mission of the Directorate for Command, Control, Communications, and Computers/Cyber, Joint Staff J6, is to serve the Chairman of the Joint Chiefs of Staff (CJCS), develop C4/Cyber capability requirements and facilitate on behalf of the Joint Force in order to deliver a sustained information advantage, enable decision and action at the speed of the problem, and to ensure the warfighter receives jointly integrated and effective capabilities necessary to conduct operations. On behalf of the J6 Director, the Deputy Directorate for Command, Control, Communications, Computers, and Cyberspace Integration (DDC5I) leads efforts to establish the DoD Enterprise Cyber Range Environment (DECRE) Command and Control Information Systems (C2IS) as an operationally realistic cyber range capability. The DECRE C2IS allows for the quantifiable measurement of: (1) cyber threats; (2) effectiveness of cyber detection and prevention tools; (3) cyber effects on blue force mission and C4I mission capabilities; and (4) effectiveness of blue force cyber response actions in operationally realistic environments. Over the past 22 months, the DECRE conducted four events consisting of twelve two-week distributed laboratory/range phases involving the Joint Staff J6, the Joint Staff J7 Joint Information Operations Range (JIOR), USD (AT&L)/Test Resource Management Center's National Cyber Range (NCR), and the Defense Information Systems Agency (DISA) Cyber Security Range (CSR). Red teams discovered and exploited vulnerabilities in command and control (C2) systems and information systems (IS); DECRE C2IS subsequently informed capability developers/program managers of deficiencies and the compromise of data integrity. DoD Instruction 8500.01, Cybersecurity, states that risk management will be addressed as early as possible in the acquisition of IT and in an integrated manner across the IT life cycle. A strategic pillar of Quadrennial Defense Review, Defending the Homeland (p. 14), emphasizes that DoD must be able to defend the integrity of our own networks and protect our key systems and networks so that the Department can execute across the range of military operations. In FY15-16, the DECRE will add new capabilities with more realistic architectures, additional C2 and information systems, network defense tools, and network defense organizations. The DECRE effort has the potential to increase DoD abilities to defend the integrity of our networks and to protect our systems and networks through a collaborative, cost-effective partnership of fully capable laboratory and range environments. Improving cyber range capabilities through a verification and validation (V&V) will enable DECRE ability to meet the needs and growing demands of program managers who must "build in" security, resiliency, and interoperability of C2 and information systems.

1.2 Scope The contractor shall identify and define capabilities and limitations of the current status of the DECRE C2IS's ability to support information technology (IT) capability development through developmental and operational test & evaluation. The contractor will also provide analysis and courses of action (COA) to define a process for verification and validation (V&V) that supports assessment and testing of risk management framework (RMF) security controls in an operationally realistic environment capable of balancing joint/coalition interoperability and cybersecurity. The COAs will identify areas for Government improvement and investment and will set the conditions for developmental and operational test & evaluation with Joint and Service mission partners. This analytical study will leverage the analysis of existing processes and best practices from operational test agencies (OTA) and apply those best practices to a cyberspace range environment that meets the interoperability and cybersecurity needs of the user. Prior studies by the National Assessment Group and AT&L Capability Based Assessment for Test and Evaluation requirements will be leveraged to support analysis. Work will be performed primarily at Joint Staff J6 facilities in Suffolk, VA. Travel for liaison and coordination purposes may be required to various continental United States (CONUS) sites, including Huntsville, Alabama, and Washington D.C.

Senior System Analyst(s) – 1,120 Hours Total

Travel & ODC's – Estimated at \$5,000.00

1.3 Justification. The work to be performed under this task order involves access to, and handling of, classified information up to and including TOP SECRET/SCI. Access to TS-SCI is required to research and analyze

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technical data, furnish technical reports, and attend meetings/briefings in order to support assessments of C2 interoperability and capability needs.

2.0 Applicable Documentation

- a) DoDD 5000.01, “The Defense Acquisition System”, May 12, 2003, Certified Current as of November 20, 2007.
- b) DoDI 5000.02, “Operation of the Defense Acquisition System”, January 7, 2015.
- c) DoDI 8330.01, “Interoperability of Information Technology (IT), Including National Security Systems (NSS), May 21, 2014.
- d) DoD Instruction 8500.01, “Cybersecurity,” March 14, 2014.
- e) DoD Instruction 8510.01, “Risk Management Framework (RMF) for DoD Information Technology (IT),” March 12, 2014.
- f) Chairman of the Joint Chiefs of Staff Instruction 6510.01F, “Information Assurance (IA) and Support to Computer Network Defense (CND),” February 9, 2011, as amended.

3.0 Definitions Of Terms and Acronyms

3.1 Acronyms

Chairman of the Joint Chiefs of Staff (CJCS)

CJCS Instruction (CJCSI)

Command and Control (C2)

Command and Control Information Systems (C2IS)

Command, Control, Communications, and Computers (C4)

Contracting Officer’s Representative (COR)

Cyber Security Range (CSR)

Department of Defense (DoD)

DoD Enterprise Cyber Range Environment (DECREE)

DoD Directive (DoDD)

DoD Instruction (DoDI)

Deputy Director for Command, Control, Communications, Computers, and Cyberspace Integration (DDC5I)

Defense Information Systems Agency (DISA)

Global Command and Control System-Joint (GCCS-J)

Information System (IS)

Joint Information Operations Range (JIOR)

National Cyber Range (NCR)

Net-Ready Key Performance Parameter (NR KPP)

Office of the Secretary of Defense (OSD)

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Office of the Undersecretary of Defense Acquisition, Technology and Logistics (OUSD AT&L)

Statement of Work (SOW)

Subject Matter Expertise (SME)

Tactics, Techniques and Procedures (TTP)

Test Resource Management Center (TRMC)

Top Secret – Sensitive Compartmented Information (TS-SCI)

Warfighting Mission Area (WMA)

4.0 Requirements

4.1 Identify and define capabilities and limitations of the current “as-is” status of the DECRE C2IS’s ability to support information technology (IT) capability development through developmental and operational test & evaluation using GCCS-J Global 4.3 test plan, associated documentation, and test results.

4.2 Identify and define capabilities and limitations of the future “to-be” state of the DECRE C2IS’s ability to support information technology (IT) capability development through developmental and operational test & evaluation using GCCS-J Global 6.0 test plan, associated documentation, and test results.

4.3 Provide analysis and courses of action (COA) to define a process for verification and validation (V&V) that supports assessment and testing of risk management framework (RMF) security controls in an operationally realistic environment capable of balancing joint/coalition interoperability and cybersecurity. COAs will include areas for improvement and investment.

4.4 Identify and collaborate with operational test agencies (OTA), START representatives, or other SMEs for analyses of existing processes and best practices that meet the interoperability and cybersecurity needs of the user (program office).

4.5 Document all technical work accomplished and information gained during the performance of this SOW in order to prepare and execute the V&V. Procedures followed, processes developed, “Lessons Learned,” and other useful information will be documented. The details of all technical work are to be included, to permit full understanding of the techniques and procedures used in developing the processes towards building a body of work required for the V&V.

5.0 Place and Period of Performance:

5.1 Place of Performance. Work shall be performed at the Joint Staff facilities located in Suffolk, Virginia.

5.2 Period of Performance. February 1, 2016 (Estimated) – July 15, 2016

6.0 Deliverables: The Contractor shall deliver the following products in a draft form in format to be determined by the Government. The Government shall have ten working days to comment and return any comments, suggestions, or desired changes to the contractor. The Contractor shall have five days to make corrections prior to final submission to the Government.

6.1 Work Products from requirements 4.1 as required. Products include Microsoft formatted documents detailing results of “as-is” status of the DECRE C2IS’s abilities for a GCCS-J Global 4.3 test.

6.2 Work Products from requirements 4.2 as required. Products include Microsoft formatted documents detailing results of “to-be” status of the DECRE C2IS’s abilities for a GCCS-J Global 6.0 test.

6.3 Work Products from requirements 4.3 as required. Products include Microsoft formatted documents detailing courses of action (COA) that define a process for V&V and include areas for improvement and investment.

6.4 Work Products from requirements 4.5 as required. Products include Microsoft formatted documents detailing V&V documentation.

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7.0 Project Schedules

CDRL	TITLE	FORMAT	DATE DUE / FREQUENCY	SUBMIT TO:
A001	MANAGEMENT PLAN	MS WORD	15 DAYS FROM TASK ORDER AWARD DATE	COR
A002	STATUS REPORT	MS WORD	8 TH WORKING DAY – MONTHLY	COR
A005	WORK PRODUCTS FOR PARAGRAPHS 4.1, 4.2, 4.3, 4.5	MS OFFICE	SITUATIONAL-- DEVELOP POA&M 15 DAYS FROM TASK ORDER AWARD DATE; UPDATE POA&M AS REQUIRED	COR
A006	COST REPORT	MS OFFICE	8 TH WORKING DAY – MONTHLY	COR

7.0 Travel and Other Direct Costs

7.1 Travel. Travel shall be required and is authorized under this project. The contractor shall provide a travel budget and coordinate travel and obtain approval by COR and technical assistant. Anticipated travel is one (1) trip to Huntsville, Alabama for a site survey consisting of two (2) days.

8.0 Reports, Data and Deliverables

All deliverables for this task shall be submitted by email and shall be reported officially as part of the monthly status report. All deliverables are property of the U.S. Government.

8.1 The contractor shall provide a monthly status report, Contractors Progress, Status and Management Report (contractor format acceptable) by email to include:

- Contractor's name and address
- Contract task order number
- Date of report
- Period covered by report
- Man-hours expended during the reporting period, and cumulatively for the task order
- Cost incurred for the reporting period and cumulatively for the task
- Description of progress made during the period, including any problems encountered
- Recommendations, if any for solution beyond the scope for the task area
- Results obtained in resolving previously reported problem areas
- Trips and significant results
- Plans for activities for the following period

8.2 The contractor shall develop a project plan providing a schedule for all work to be performed under this SOW. The project plan shall be coordinated with the COR and the government project lead(s). The contractor shall update the project plan as necessary over the period of performance.

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8.3 The contractor shall provide a Final Technical Report describing the accomplishments of the project. This will be at the end of the contract period.

9.0 Inspection and Acceptance

Inspection and acceptance of all deliverables shall be accomplished by written or electronic acceptance by the COR and technical assistant.

10.0 Security Classification.

Unclassified, Secret and Top Secret (TS-SCI). Handling of Top Secret (TS-SCI) material is required for this SOW, and shall be established at the time of quote submission for any personnel proposed. Access to TS-SCI is required to research and analyze technical data, furnish technical reports, and attend meetings/briefings in order to support assessments of C2 interoperability and capability needs.

11.0 Government Provided Equipment and Materials

Office automation and Automated Data Processing (ADP) hardware and software shall be provided by the government for work required to be performed at government sites. Consumable materials may be procured by the contractor under this task for use in accomplishing assigned tasking, as required.

12.0 Points of Contact

JCS J6 DDC5I IID Technical POC: Mr. Randy Coonts

Email: randy.e.coonts.civ@mail.mil

Telephone: 757-203-5714, DSN: 668-9545

JCS J6 DDC5I Financial POC: Ms. R. Anesia Boykin

Email: rebecca.a.boykin2.civ@mail.mil

Telephone: 757-836-1399, DSN: 836-1399

13.0 Quality Assurance Surveillance Plan (QASP)

The Quality Assurance (QA) Metric is the list of performance objectives and standards to be performed by the contractor. This matrix details the method of surveillance the COR is used to validate and inspect these performance elements. Inspection of each element is documented in the COR file. Performance objectives define the desired outcomes. Performance standards define the level of service required under the contract to successfully meet the performance objectives. The inspection methodology defines how, when, and what will be assessed in measuring performance. The Government performs surveillance, using this QASP, to determine the quality of the contractor's performance as it relates to the performance element standards. The QASP should be used to form the foundation of the COR's inspection checklist.

In evaluating the quality of contractor's performance, the following performance ratings may be used.

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

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Satisfactory	Performance meets contractual requirements. The contractual performance of the element or sub-element contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory.
Marginal	Performance does not meet some contractual requirements. The contractual performance of the element or sub-element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions. The contractor's proposed actions appear only marginally effective or were not fully implemented.
Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element or sub-element contains a serious problem(s) for which the contractor's corrective actions appear or were ineffective.

Performance Measurement. Contract performance will be measured based on the quality of service/customer satisfaction, timeliness of performance, and cost effectiveness. Failure to meet the established metrics will result in negative performance ratings and may render a contractor ineligible for contract competition or may be used as a basis for exclusion from future awards as determined by the Contracting Officer.

The overall contract performance will be rated as acceptable or not acceptable based on the following metrics:

Desired Outcome	Required Service	Performance Standard	Monitoring Method	Incentive/Disincentives for Meeting or Not Meeting the Acceptable Quality Level
Quality of Service/Customer Satisfaction	Internal Customer Service	95% satisfaction rate as determined by customer surveys	Quarterly Client Assessments	Exceeds, Meets, or Does Not Meet ratings
Timeliness	Meeting Performance Deadlines	100% timely in meeting performance with no performance issues or notification delays attributable to contractor negligence or lack of initiative	Quarterly Client Assessments	Exceeds, Meets, or Does Not Meet ratings

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No Cost Overruns	Controls Cost	Remains within approved estimates for cost reimbursable items with no cost overruns due to contractor inefficiencies or insufficient planning 100% of the time	Quarterly joint review with Contractor PM, COR/TM, and J6 contract manager	Exceeds, Meets, or Does Not Meet ratings
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ATTACHMENTS:

Attachment I – Past Performance Information Form

Attachment II - Contract Administration Plan

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SECTION D PACKAGING AND MARKING

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

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SECTION E INSPECTION AND ACCEPTANCE

INSPECTION AND ACCEPTANCE (SERVICES)(OCT 1992)

Inspection and acceptance of services to be furnished hereunder shall be made, upon completion of the services, by the requiring activity.

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SECTION F DELIVERABLES OR PERFORMANCE

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

7000AA	2/9/2016 - 7/15/2016
9000AA	2/9/2016 - 7/15/2016

CLIN - DELIVERIES OR PERFORMANCE

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

7000AA	2/9/2016 - 7/15/2016
9000AA	2/9/2016 - 7/15/2016

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

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SECTION G CONTRACT ADMINISTRATION DATA

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013)

(a) Definitions. As used in this clause—

Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.

Document type means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) Electronic invoicing. The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS [252.232-7003](#), Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall—

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb.mil/>.

(e) WAWF methods of document submission. Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) Document type. The Contractor shall use the following document type(s).

Cost Voucher

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

HQ0666

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table*

Field Name in WAWF	Data to be entered in WAWF
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Pay Official DoDAAC	HQ0338
Issue By DoDAAC	N00189
Admin DoDAAC	S5111A
Inspect By DoDAAC	
Ship To Code	
Ship From Code	
Mark For Code	
Service Approver (DoDAAC)	
Service Acceptor (DoDAAC)	HQ0666
Accept at Other DoDAAC	
LPO DoDAAC	
DCAA Auditor DoDAAC	HAA47B
Other DoDAAC(s)	

(*Contracting Officer: Insert applicable DoDAAC information or "See schedule" if multiple ship to/acceptance locations apply, or "Not applicable.")

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the e-mail address identified below in the "Send Additional Email Notifications" field of WAWF once a document is submitted in the system.

parke.l.guthner.civ@mail.mil

Parke Guthner

(g) WAWF point of contact.

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

Not Applicable

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

(End of clause)

PAYMENT INSTRUCTIONS

252.204-0001 Line Item Specific: Single Funding. (SEP 2009)

The payment office shall make payment using the ACRN funding of the line item being billed.

PERSONAL IDENTITY VERIFICATION OF CONTRACTOR PERSONNEL (FAR 52.204-9) (JAN 2011)

(a) The Contractor shall comply with agency personal identity verification procedures identified in the task order that implement Homeland Security Presidential Directive-12 (HSPD-12), Office of Management and Budget (OMB) guidance M-05-24, and Federal Information Processing Standards Publication (FIPS PUB) Number 201.

(b) The Contractor shall account for all forms of Government-provided identification issued to the Contractor employees in connection with performance under this contract. The Contractor shall return such identification to the issuing agency at the earliest of any of the following, unless otherwise determined by the Government;

(1) When no longer needed for contract performance.

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(2) Upon completion of the Contractor employee's employment. (3) Upon task order completion or termination.

(c) The Contracting Officer may delay final payment under a contract if the Contractor fails to comply with these requirements.

(d) The Contractor shall insert the substance of clause, including this paragraph (d), in all subcontracts when the subcontractor's employees are required to have routine physical access to a Federally-controlled facility and/or routine access to a Federally-controlled information system. It shall be the responsibility of the prime Contractor to return such identification to the issuing agency in accordance with the terms set forth in paragraph (b) of this section, unless otherwise approved in writing by the Contracting Officer.

(End of Clause)

Accounting Data

SLINID	PR Number	Amount
7000AA	H912696029A545	47500.00
LLA :		
AA 9750400 1120 P5421 0403 251B 000000 049447 DWAM51079 HQ0105		
9000AA	H912696029A545	2500.00
LLA :		
AA 9750400 1120 P5421 0403 251B 000000 049447 DWAM51079 HQ0105		

BASE Funding 50000.00
Cumulative Funding 50000.00

MOD 01 Funding 0.00
Cumulative Funding 50000.00

MOD 02 Funding 0.00
Cumulative Funding 50000.00

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SECTION H SPECIAL CONTRACT REQUIREMENTS

SECURITY ADMINISTRATION

The highest level of security that will be required under this contract is Top Secret/SCI.

The offeror shall indicate the name, address and telephone number of the cognizant security office;

The facilities to be utilized in the performance of this effort have been cleared to Top Secret level.

The offeror should also provide the above information on all proposed subcontractors who will be required to have a security clearance.

LIABILITY, AUTOMOBILE AND WORKMEN'S COMPENSATION INSURANCE

The following types of insurance are required in accordance with the clause entitled "INSURANCE-WORK ON A GOVERNMENT INSTALLATION" (FAR 52.228-5) and shall be maintained in the minimum amounts shown:

- (1) Comprehensive General Liability: \$200,000 per person and \$500,000 per accident for bodily injury.
- (2) Automobile Insurance: \$200,000 per person and \$500,000 per accident for bodily injury and \$20,000 per accident for property damage.
- (3) Standard Workmen's compensation and Employer's Liability Insurance (or, where maritime employment is involved, Longshoremen's and Harbor Worker's Compensation Insurance) in the minimum amount of \$100,000

APPOINTMENT OF CONTRACTING OFFICER'S REPRESENTATIVE (FISC DET PHILA) (OCT 1992)

(a) The Contracting Officer hereby designates the following individual as Contracting Officer's Representative(s) (COR) for this task order: *

(b) In the absence of the COR named above, all responsibilities and functions assigned to the COR shall be the responsibility of the alternate COR acting on behalf of the COR. The Contracting Officer hereby appoints the following individual as the alternate COR: *

(c) The COR will act as the Contracting Officer's representative for technical matters, providing technical direction and discussion as necessary with respect to the specification or statement of work, and monitoring the progress and quality of contractor performance. The COR is not an Administrative Contracting Officer and does not have authority to take any action, either directly or indirectly, that would change the pricing, quantity, quality, place of performance, delivery schedule, or any other terms and conditions of the task order, or to direct the accomplishment of effort which goes beyond the scope of the statement of work in the task order.

(d) It is emphasized that only a Contracting officer has the authority to modify the terms of the task order, therefore, in no event will any understanding, agreement, modification, change order, or other matter deviating from the terms of the basic task order between the contractor and any other person be effective or binding on the Government. When/if, in the opinion of the contractor, an effort outside the existing scope of the task order is requested, the contractor shall promptly notify the PCO in writing. No action shall be taken by the contractor under such direction unless the PCO or ACO has issued a contractual change or otherwise resolved the issue.

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**To be determined at award*

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SECTION I CONTRACT CLAUSES

The following clause is incorporated by Reference:

52.245-1 Government Property

NOTICE OF INTENT TO RESOLICIT (DFAR 252.215-7007)(JUN 2012)

This solicitation provides quoters fewer than 30 days to submit proposals. In the event that only one offer is received in response to this solicitation, the Contracting Officer may cancel the solicitation and solicit for an additional period of at least 30 days in accordance with 215.371-2.

(End of provision)

ONLY ONE OFFER (DFAR 252.215-7008)(OCT 2013)

(a) After initial submission of offers, the Quoter agrees to submit any subsequently requested additional cost or pricing data if the Contracting Officer notifies the Quoter that—

(1) Only one quote was received; and

(2) Additional cost or pricing data is required in order to determine whether the price is fair and reasonable or to comply with the statutory requirement for certified cost or pricing data (10 U.S.C. 2306a and FAR 15.403-3).

(b) *Requirement for submission of additional cost or pricing data.* Except as provided in paragraph (c) of this provision, the Quoter shall submit additional cost or pricing data as follows:

(1) If the Contracting Officer notifies the Quoter that additional cost or pricing data are required in accordance with paragraph (a) of this clause, the data shall be certified unless an exception applies (FAR 15.403-1(b)).

(2) *Exceptions from certified cost or pricing data.* In lieu of submitting certified cost or pricing data, the Quoter may submit a written request for exception by submitting the information described in the following paragraphs.

The Contracting Officer may require additional supporting information, but only to the extent necessary to determine whether an exception should be granted, and whether the price is fair and reasonable.

(i) *Identification of the law or regulation establishing the price offered.* If the price is controlled under law by periodic rulings, reviews, or similar actions of a governmental body, attach a copy of the controlling document, unless it was previously submitted to the contracting office.

(ii) *Commercial item exception.* For a commercial item exception, the Quoter shall submit, at a minimum information on prices at which the same item or/ similar items have previously been sold in the commercial market that is adequate for evaluating the reasonableness of the price for this acquisition. Such information may include—

(A) For catalog items, a copy of or identification of the catalog and its date, or the appropriate pages for the offered items, or a statement that the catalog is on file in the buying office to which the proposal is being submitted. Provide a copy or describe current discount policies and price lists (published or unpublished), e.g., wholesale, original equipment manufacturer, or reseller. Also explain the basis of each offered price and its relationship to the established catalog price, including how the proposed price relates to the price of recent sales in quantities similar to the proposed quantities;

(B) For market-priced items, the source and date or period of the market quotation or other basis for market price, the base amount, and applicable discounts. In addition, describe the nature of the market; or

(C) For items included on an active Federal Supply Service Multiple Award Schedule contract, proof that

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an exception has been granted for the schedule item.

(2) The Quoter grants the Contracting Officer or an authorized representative the right to examine, at any time before award, books, records, documents, or other directly pertinent records to verify any request for an exception under this provision, and the reasonableness of price. For items priced using catalog or market prices, or law or regulation, access does not extend to cost or profit information or other data relevant solely to the Quoter's determination of the prices to be offered in the catalog or marketplace.

(3) *Requirements for certified cost or pricing data.* If the Quoter is not granted an exception from the requirement to submit certified cost or pricing data, the following applies:

(i) The Quoter shall prepare and submit certified cost or pricing data and supporting attachments in accordance with the instructions contained in Table 15-2 of FAR 15.408, which is incorporated by reference with the same force and effect as though it were inserted here in full text. The instructions in Table 15-2 are incorporated as a mandatory format to be used, unless the Contracting Officer and the Quoter agree to a different format.

(ii) As soon as practicable after agreement on price, but before contract award (except for unpriced actions such as letter contracts), the Quoter shall submit a Certificate of Current Cost or Pricing Data, as prescribed by FAR 15.406-2.

(b) If the Quoter is the Canadian Commercial Corporation, certified cost or pricing data are not required. If the Contracting Officer notifies the Canadian Commercial Corporation that additional data other than certified cost or pricing data are required in accordance with 225.870-4(c), the Canadian Commercial Corporation shall obtain and provide the following:

(1) Profit rate or fee (as applicable).

(2) Analysis provided by Public Works and Government Services Canada to the Canadian Commercial Corporation to determine a fair and reasonable price (comparable to the analysis required at FAR 15.404-1).

(3) Data other than certified cost or pricing data necessary to permit a determination by the U.S. Contracting Officer that the proposed price is fair and reasonable [*U.S. Contracting Officer to provide description of the data required in accordance with FAR 15.403-3(a)(1) with the notification*].

(4) As specified in FAR 15.403-3(a)(4), an offeror who does not comply with a requirement to submit data that the U.S. Contracting Officer has deemed necessary to determine price reasonableness or cost realism is ineligible for award unless the head of the contracting activity determines that it is in the best interest of the Government to make the award to that offeror.

(c) If negotiations are conducted, the negotiated price should not exceed the offered price.
(End of provision)

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SECTION J LIST OF ATTACHMENTS

Past Performance Form

Contract Administration Plan