

2. AMENDMENT/MODIFICATION NO. 12	3. EFFECTIVE DATE 19-Dec-2017	4. REQUISITION/PURCHASE REQ. NO. H91269-7345-A089	5. PROJECT NO. (If applicable) N/A
6. ISSUED BY CODE	N00189	7. ADMINISTERED BY (If other than Item 6) CODE	S1002A

NAVSUP FLC Norfolk, Detachment Philadelphia
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DCMA ORLANDO
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ORLANDO FL 32803-3726

SCD: C

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) Summit Technologies, Inc. 640 Douglas Avenue Winter Park FL 32789-4118	9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-12-D-7062-EX01 10B. DATED (SEE ITEM 13) 22-Sep-2015
CAGE CODE 1JPC5 FACILITY CODE	[X]

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.
[]	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).
[]	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
[X]	D. OTHER (Specify type of modification and authority) See Below

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) FRANKLIN A ANDUJAR, Contracting Officer		
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		BY /s/FRANKLIN A ANDUJAR (Signature of Contracting Officer)	19-Dec-2017

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 as follows: 1) provide incremental funding in the amount of \$220,000 for Labor CLIN 7002. Funding is provided via ASR/Requisition Number H91269-7345-A089. The authority for this modification is FAR 52.232-22 Limitation of Funds (APR 1984). 2) References to Sean Haglund as COR have been replaced to correctly reference Dee Dodson Morris. 3) The WAWF instructions at DFARS 252.232-7006 have been corrected to specify Cost Voucher as the correct payment request type. The authority for these unilateral administrative modifications is FAR 43.103(b). 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 \$3,892,090.17 by \$220,000.00 to \$4,112,090.17.

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
700202	RDT&E	0.00	220,000.00	220,000.00

The total value of the order is hereby increased from \$5,181,844.22 by \$0.00 to \$5,181,844.22.

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7000	R425	Base Year Labor - Technical and Administrative support in accordance with the Performance Work Statement (RDT&E)	1.0	LO	\$1,357,017.12	\$81,421.02	\$1,438,438.14
700001	R425	Funding in support of CLIN 7000 (RDT&E)					
700002	R425	Funding in support of CLIN 7000 (RDT&E)					
700003	R425	Funding in support of CLIN 7000 (RDT&E)					
7001	R425	Option Year 1 Labor - Technical and Administrative support in accordance with the Performance Work Statement (RDT&E)	1.0	LO	\$1,362,071.39	\$81,724.28	\$1,443,795.67
700101	R425	Funding in support of CLIN 7001 (RDT&E)					
700102	R425	Funding in support of CLIN 7001 (RDT&E)					
700103	R425	Funding in support of CLIN 7001 (RDT&E)					
7002	R425	Option Year 2 Labor - Technical and Administrative support in accordance with the Performance Work Statement (RDT&E)	1.0	LO	\$1,389,320.15	\$81,724.28	\$1,471,044.43
700201	R425	Funding in support of CLIN 7002 (RDT&E)					
700202	R425	Funding in support of CLIN 7002 (RDT&E)					
7003	R425	Option Year 3 Labor - Technical and Administrative support in accordance with the Performance Work Statement (RDT&E) Option	1.0	LO	\$1,417,042.28	\$85,022.52	\$1,502,064.80
7004	R425	Option Year 4 Labor - Technical and Administrative support in accordance with the Performance Work Statement (RDT&E) Option	1.0	LO	\$1,445,389.76	\$86,723.38	\$1,532,113.14

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9000	R425	Travel in support of Contract Line Item (CLIN) 7000, Not to Exceed (RDT&E)	1.0	LO	\$222,200.00
900001	R425	Funding in support of CLIN 9000 (RDT&E)			
900002	R425	Funding in support of CLIN 9000 (RDT&E)			
9001	R425	Other Direct Costs in support of CLIN 7000, Not to Exceed (RDT&E)	1.0	LO	\$20,000.00
900101	R425	Funding in support of CLIN 9001 (RDT&E)			
900102	R425	Funding in support of CLIN 9001 (RDT&E)			
9002	R425	Travel in support of CLIN 7001, Not to Exceed (RDT&E)	1.0	LO	\$308,866.00
900201	R425	Funding in support of CLIN 9002 (RDT&E)			
900202	R425	Funding in support of CLIN 9002 (RDT&E)			
900203	R425	Funding in support of CLIN 9002 (RDT&E)			
900204	R425	Funding in support of CLIN 9002 (RDT&E)			
9003	R425	Other Direct Costs in support of CLIN 7001, Not to Exceed (RDT&E)	1.0	LO	\$20,550.00

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
900301	R425	Funding in support of CLIN 9003 (RDT&E)			
900302	R425	Funding in support of CLIN 9003 (RDT&E)			
900303	R425	Funding in support of CLIN 9003 (RDT&E)			
9004	R425	Travel in support of CLIN 7002, Not to Exceed (RDT&E)	1.0	LO	\$235,731.98
900401	R425	Funding in support of CLIN 9004 (RDT&E)			
9005	R425	Other Direct Costs in support of CLIN 7002, Not to Exceed (RDT&E)	1.0	LO	\$21,218.00
900501	R425	Funding in support of CLIN 9005 (RDT&E)			
9006	R425	Travel in support of CLIN 7003, Not to Exceed (RDT&E) Option	1.0	LO	\$242,803.94
9007	R425	Other Direct Costs in support of CLIN 7003, Not to Exceed (RDT&E) Option	1.0	LO	\$21,854.55
9008	R425	Travel in support of CLIN 7004, Not to Exceed (RDT&E) Option	1.0	LO	\$250,088.06
9009	R425	Other Direct Costs in support of CLIN 7004, Not to Exceed (RDT&E) Option	1.0	LO	\$22,510.17

Any references in this solicitation that refers to a proposal shall be replaced with quote. This solicitation is a request for quote and not a request for proposals.

LEVEL OF EFFORT (COST TYPE CONTRACT)

(a) The level of effort for the performance of this contract during the period from the start of contract performance to 12 months thereafter is based upon 19,260 estimated manhours of direct labor. If all options are exercised by the government, the level of effort for the performance of this contract will be increased by an additional 75,880 estimated manhours of direct labor, for a total level of effort of 95,140 estimated manhours of direct labor (hereinafter referred to as the "Estimated Total Hours").

(b) For evaluation purposes, quoters must use the estimated labor categories and estimated number of hours in their quotations. No deviations are authorized. The estimated composition by labor category of the Estimated Total Hours is as follows:

Labor Category	Base	Option 1	Option 2	Option 3	Option 4
<u>Project Manager</u>	<u>1,144</u>	<u>1,114</u>	<u>1,114</u>	<u>1,114</u>	<u>1,114</u>
<u>Administrative Assistant</u>	<u>136</u>	<u>136</u>	<u>136</u>	<u>136</u>	<u>136</u>
<u>Expert Consultant</u>	<u>96</u>	<u>96</u>	<u>96</u>	<u>96</u>	<u>96</u>
<u>Senior Analyst</u>	<u>10,038</u>	<u>9,918</u>	<u>9,918</u>	<u>9,918</u>	<u>9,918</u>
<u>Technical Writer</u>	<u>2,976</u>	<u>2,976</u>	<u>2,976</u>	<u>2,976</u>	<u>2,976</u>
<u>Analyst</u>	<u>4,670</u>	<u>4,670</u>	<u>4,670</u>	<u>4,670</u>	<u>4,670</u>
Education					

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Specialist 200 60 60 60 60

TOTALS: 19,260 18,970 18,970 18,970 18,970

(c) The Estimated Total Hours include overtime* and subcontracting hours but exclude holidays, sick leave, vacation days and other absences.

(d) The number of manhours expended per month may fluctuate in the pursuit of performance of the contract statement of work, provided that such fluctuation does not result in the utilization of the total manhours of effort prior to the expiration of the contract. The number of manhours for any labor category may be utilized by the contractor for any other labor category if necessary in performance of the contract.

(e) The contractor shall not be obligated to continue performance beyond the Estimated Total Hours, except that the Contracting Officer may require the contractor to continue performance in excess of the Estimated Total Hours until the total estimated cost has been expended. The government will not be obligated to pay fee on any hours expended in excess of the Estimated Total Hours. Any hours expended in excess of the Estimated Total Hours shall be excluded from all fee computations and adjustments. The Contracting Officer may also require the contractor to continue performance in excess of the total estimated cost until the Estimated Total Hours have been expended. In no event, however, will the Contracting Officer, pursuant to this paragraph (e), require the contractor to continue performance in excess of the Estimated Total hours if the Contracting Officer is requiring or has required the contractor to continue performance in excess of the total estimated cost. Nor will the Contracting Officer, pursuant to this paragraph (e), require the contractor to continue performance in excess of the total estimated cost if the Contracting Officer is requiring or has required the contractor to 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.

(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."

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PAYMENT OF FIXED FEE

The fixed fee for work performed under this contract is \$81,421.02 provided that approximately 19,260 hours of technical effort are employed by the contractor in performance of this contract. If substantially fewer than 19,260 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 \$4.22 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 payment 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.

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

Performance Work Statement (PWS)

For

CBRN Defense Doctrine, Training, Leadership & Education Support

PART 1

GENERAL INFORMATION

1.0 Description of Services

1.1 Background

The Joint Requirements Office for Chemical, Biological, Radiological, and Nuclear (CBRN) Defense (JRO-CBRND) is an independently funded Chairman's Controlled Activity (CCA), reporting to the Chairman, Joint Chiefs of Staff (CJCS) through the Director J-8 (JROC Memorandum 163-02, 9 September 2002). The JRO-CBRND is tasked with coordinating and integrating requirements for all Department of Defense (DoD) CBRN defense programs, and acts as the CJCS focal point for CBRN defense and Combating Weapons of Mass Destruction (CWMD) capabilities.

1.2 Purpose

The purpose of this requirement is to provide technical and subject matter expert (SME) support in the areas of CBRN defense/CWMD related, Joint and Multi-service doctrine development and Joint and Service training, education, and exercises. Specifically, support is needed to:

1.2.1 Conduct technical reviews of Joint and Multi-service CBRN defense/CWMD doctrinal materials.

1.2.2 Develop CBRN defense/CWMD related Multi-Service Tactics, Techniques and Procedures (MTTP) manuals.

1.2.3 Develop and conduct CBRN defense/CWMD training and Joint Professional Military Education (JPME) courses.

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1.2.4 Provide CBRN defense/CWMD planning, execution and SME support to Combatant Command (COCOM) and Joint Task Force (JTF) level exercises.

1.2.5 Develop and conduct staff and leader CBRN defense/CWMD training for COCOM and JTF level commands.

1.2.6 Staff the JRO Liaison Officer position at the US Army Maneuver Support Center of Excellence (MSCOE).

1.3 Objective

The Contractor shall provide all staffing, equipment, and materials necessary to perform the tasks as defined in this PWS; except that which is specified in Part 3 as Government Furnished Information, Facilities, Property, Equipment and Services at The Pentagon, Washington, D.C.; Fort Leonard Wood, MO; COCOM and JTF headquarters locations and the locations of named and unnamed exercises. The Contractor shall perform to the standards in this contract. In this effort, the Contractor shall provide strictly non-personal services and shall work as an independent Contractor not subject to supervision and control by the Government.

1.4 General Information

1.4.1 Period of Performance

The period of performance shall be for one (1) Base Period of twelve (12) months and four (4) Option Periods of twelve (12) months each. The Period of Performance reads as follows:

Base Period: 28 Sep 15 to 27 Sep 16

Option Period I: 28 Sep 16 to 27 Sep 17

Option Period II: 28 Sep 17 to 27 Sep 18

Option Period III: 28 Sep 18 to 27 Sep 19

Option Period IV: 28 Sep 19 to 27 Sep 20

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1.4.2 Place of Performance

This work shall be performed at Fort Leonard Wood (FLW), MO, and other military installations as required by the Multi-Service Tactics, Techniques and Procedures (MTTP) development, training, education and exercise schedules developed by the Contractor and approved by the Government. The US Army CBRN School shall host the JRO Liaison Officer to the MSCOE who will occupy office space with telephone, work station with Unclassified/NIPRnet computer, and have access to a Secret/SIPRnet computer. CBRN School and/or MSCOE security staff shall issue any necessary SIPR PKI credentials to Contractor matrix personnel at FLW who require access to Secret/SIPR work stations to complete contract tasks. CBRN School security personnel will allow properly credentialed Contractors access to go-to Secret/SIPRnet work stations.

1.4.3 Contracting Officer's Representative (COR)

Ms. Dee Dodson Morris

JRO-CBRND

The Pentagon, RM 1D958

Washington, DC 20318-8000

Office: (703) 571- 3052

Fax: (703) 571-3096

dee.d.morris.civ@mail.mil

1.4.4 Primary and Alternate Points of Contact

Primary POC:

MAJ Bradley R. Stremlau, USA

JRO-CBRND

The Pentagon, RM 1D958

Washington, DC 20318-8000

Office: (703) 571- 3065

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Fax: (703) 571-3096

bradley.r.stremlau.mil@mail.mil

Alternate POC:

Ms. Dee Dodson Morris

JRO-CBRND

The Pentagon, RM 1D958

Washington, DC 20318-8000

Office: (703) 571- 3052

Fax: (703) 571-3096

dee.d.morris.civ@mail.mil

1.4.5 Hours of Operation

The contractor is responsible to perform during the standard work hours of the client, typically between the hours of 0800 and 1700 Monday thru Friday, except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. Support to the COCOM/JTF exercise program will require the contractor to travel and perform work for the Government during holidays, weekends and/or off-hours up to 10% of the effort. The contractor must at all times maintain an adequate work force for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons. When hiring personnel, the contractor shall keep in mind that the stability and continuity of the work force are essential.

1.4.6 Travel

The contractor shall perform travel, when necessary, in accordance with FAR 31.205-46 "Travel Costs," and the Joint Travel Regulations (JTR). All travel shall be pre-approved by the COR.

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1.4.6.1 Annual Potential Travel Location/Purpose/Duration/Frequency/Number of

Persons:

- As proposed/Curriculum Review Board/up to 5 days/annually/up to 8 persons.
- National Capital Region (NCR)/USSTRATCOM Center for Combating WMD (SCC-WMD) Global Synchronization Conference (GSC)/up to 5 days/2 trips per year/up to 2 persons.
- Fort Leonard Wood (FLW), MO or San Antonio, TX/ development of MTTPs/up to 5 days/up to 12 trips per year (6 manuals/year, 2 working groups/manual) /1-3 persons.
- NCR/Joint doctrine development, JS J-7 Joint Working Groups/2 days/2 trips/1 person.
- Geographic Combatant Commands (GCCs), primarily NORTHCOM/conduct Joint CWMD Familiarization Course (JCWMDFC)/up to 3 days/up to 12 trips per year/up to 2 persons.
- FLW/Active and Reserve CBRN, Active and Reserve Engineer, and MP Captain's Career Courses, the MP Officer's Transition Course and the CBRN Warrant Officer's Course.
- Consequence Management (CM) Module/3 days/16 trips per year/2 persons.
- FLW/CBRNE Senior Officers Planners Course/CM Module/2 days/3 trips per year/2 persons.
- Maxwell AFB, AL/AF Counter proliferation (CP) Center, Johnny Appleseed Workshop/2 days/annually/1 person.
- San Antonio, TX/support to Defense Medical Readiness Training Institute (DMRTI) public health emergency management course/4 days/up to 3 trips per year/1 person.
- MacDill AFB, FL/education support to Joint Special Operations University (JSOU)/2 days/annually/1 person.
- Quantico, VA/education support to prepare US Marine Corps War College (MWC) students for participation in Joint Land and Sea Simulation (JLASS) exercise/2 days/annually/1 person.
- Wright-Patterson AFB, OH/education support to prepare US Air Force Institute of Technology (AFIT) educating students Consequence Management (CM)/DSCA Module /6 days/annually/1 person.
- Maxwell AFB, AL/education support to prepare US Air Force Air War College (AFWC) students for participation in JLASS exercise/2 days/annually/1 person.
- Quantico, VA/education support to prepare US Marine Corps War College (USMCWC) students for participation in JLASS exercise/2 days/annually/1 person. Carlisle Barracks/education support to prepare US Army War College (AWC) students for participation in JLASS exercise/2 days/annually/1 person.
- Fort Leavenworth, KS/education support to US Army Command and General Staff College (CGSC) for CWMD and Homeland Security electives/1 day/10 trips per year/1 person.
- Quantico, VA/education support to US Marine Corps Command and Staff College (MCCSC) for CWMD elective/1 day/4 trips per year/1 person.
- Norfolk, VA/education support to Joint & Combined Warfighting School (JCWS) CWMD Focus Study/1 day/up to 32 trips per year (8 iterations per quarter)/1 person.
- Carlisle Barracks, PA/education support to US Army War College for Strategic Decision Making Exercise (SDME)/10 days/annually/1 person.
- Maxwell AFB, AL/education support to AFWC Global Challenge table top exercise

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(TTX)/5 days/annually/1 person.

- Maxwell AFB, AL/education support to CWMD elective/1 day/4 trip per year/1 person
Quantico, VA/education support to MCCSC National Catastrophic and Disruptive Threats (NRCDDT) exercise/4 days/annually/up to 4 persons.
- Maxwell AFB, AL/education support to US Air Force Command and Staff College for Joint Intermediate Planning Staff Exercise (JIPSE) 5 days/1 trip/up to 2 persons.
- Fort Leavenworth, KS/education support to US Army Command and Staff College for JIPSE/5 days/1 trip/up to 2 persons.
- Norfolk, VA/education support for Joint Forces Staff College (JFSC) Purple Guardian exercise/2 days/3 trips per year/2 persons.
- Fort Hood, TX/Joint Task Force-Elimination (JTF-E) Exercise LIBERTY FOCUS/Planning Conferences: 3 days/2 trips per year/1 person; Execution: 7 days/annually/up to 4 persons.
- Yongsan, Korea/JTF-E Exercise KEY RESOLVE/Planning Conferences: 5 days/2 trips per year/1 person; Execution: 10 days/1 trip/2 persons.
- Yongsan, Korea/USPACOM, USFK, JTF-E Exercise ULCHI FREEDOM GUARDIAN/Planning Conferences: 5 days /2 trips per year/1 person; Execution: 10 days/annually/2 persons.
- Yongsan, Korea/USPACOM, USFK Exercise ABLE RESPONSE/Planning Conferences: 5 days/3 trips per year/1 person; Execution: 5 days/annually/6 persons.
- Kaiserslautern, Germany/USEUCOM Exercise GUARDIAN SHIELD/Planning Conferences: 5 days/2 trips per year/1 person; Execution: 7 days /annually/3 persons.
- Central and South Asia/USCENTCOM Exercise REGIONAL COOPERATION/Planning Conferences: 5 days/2 trips per year/1 person; Execution: 10 days /1 trip/2 persons.
- Norfolk, VA/JCWS Exercise VIGILANT SHIELD/Planning Conferences: 3 days/2 trips per year/1 person; Execution: 7 days/annually/2 persons.
- Hampton Roads, VA/USNORTHCOM Exercise SUDDEN RESPONSE/Planning Conferences: 3 days/2 trips per year/1 person; Execution: 9 days/annually/4 persons.
- Camp Atterbury, IN/USNORTHCOM Exercise VIBRANT RESPONSE/Planning Conferences: 3 days/2 trips per year/1 person; Execution: 14 days/annually/4 persons.

1.4.7 Recognized Holidays

With the caveat that the contractor may have to support the Government on holidays, weekends and/or off-hours up to 10 percent of the effort, the contractor is generally NOT required to perform on the following holidays:

New Year's Day	Labor Day
Martin Luther King Jr. Day	Columbus Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day

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Independence Day

Christmas Day

1.4.8 Type of Contract

The Government anticipates award of a Cost Plus Fixed Fee task order.

1.4.9 Security Requirements

1.4.9.1 Clearance Level

The Contractor shall be responsible for obtaining all necessary security clearances in accordance with DoD manual 5220.22M, “National Industrial Security Program Operating Manual” (NISPOM) (NOTE: The NISPOM may be downloaded from the Defense Security Service Website at www.dss.mil/isec/nispom.) Security requirements in the performance of this contract shall be maintained in accordance with DFARS 252.204-7005 (Oral Attestation of Security Responsibilities), FAR 52.204-2 (Security Requirements), and the DD Form 254. The contract document will be unclassified. The Contractor shall handle and maintain classified information IAW DOD security manuals and directives and shall follow and meet the security requirements as provided in the DD Form 254. Contractor personnel shall be required to obtain and maintain security badges and to adhere to Government security requirements. Twenty-five (25) percent of Contractor staff performing work on this contract are required to have, at a minimum, a TOP SECRET (TS) clearance based on a Single Scope Background Investigation (SSBI) completed within the last 5 years. An additional fifty (50) percent of Contractor staff, to include the JRO Liaison Officer to the MSCOE, will be required to have a TOP SECRET (TS) clearance with SCI eligibility based on a Single Scope Background Investigation (SSBI) completed within the last 5 years. Remaining contractor personnel shall possess at least a current Secret (S) Clearance based on a National Agency Check (NAC) completed within the last 10 years. Non-US Citizens cannot obtain a security clearance. During the performance of this contract, the contractor may encounter information that is sensitive in nature. Therefore, contractor employees associated with this contract shall sign appropriate Government non-disclosure statements prior to beginning work.

1.4.9.2 The Project Manager, Expert Consultant(s), Senior Analyst(s), and Analyst(s) shall have training and access to appropriate Alternate Compensatory Control Measures (ACCM) in addition to TS/SCI to coordinate and execute exercises where the supported Combatant Command, Service or other military organization has implemented ACCM for the subject matter of an exercise or an exercise itself.

1.4.9.3 The Project Manager, Expert Consultant(s) and Senior Analyst(s) designated by the Contractor to develop Joint doctrine, prepare and conduct training and leader education courses, and develop and execute exercises for radiological and nuclear defense and nuclear counter proliferation issues shall have access to Critical Nuclear Weapon Design Information (CNWDI),

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Formerly Restricted data (FRD) and Restricted Data (RD) in addition to TS/SCI.

1.4.9.4 Facility Clearance

The contractor shall possess or be eligible to receive and maintain a Top Secret facility clearance from the Defense Security Service.

1.4.9.5 Physical Security

The contractor shall be responsible for safeguarding all Government information or property provided for contractor use. At the close of each work period, Government information, facilities, equipment and materials shall be secured as specified.

1.4.9.6 Information Security

Reserved

1.4.9.7 “Spillage” Provision

“Negligent Discharge of Classified Information (NDCI). When information is placed on or processed on an information system with insufficient security controls to appropriately protect it (e.g., classified data on an unclassified system) there is a potential for an unauthorized disclosure. Such actions will be classified as a security violation, specifically a negligent discharge of classified information or NDCI. Contractors that cause NDCIs during the course of the contract shall be held financially liable for all actual accumulated restoration costs incurred, as described below, but not less than \$2,500 per incident. Such costs will be deducted from the contract price, and are not reimbursable.

a. Restoration costs above \$2,500 will be itemized. DISA has developed a Classified Message Incident Standard Operating Procedures (SOP) that will be followed in the event of an NDCI by the Contractor. Personally Identifiable Information (PII) incidents fall under this category. This is not an exclusive remedy (e.g., in the case of PII spillage, identity theft or other insurance may be needed to protect the individuals).

b. NDCI Cleanup actions may include the following actions:

i. Server destruction

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ii. Hard drive wipe and destruction

iii. Containment actions”

(References: 1. CJCS Directive: dtic.mil/cjcs_directives/cdata/unlimit/6510_01.pdf. 2 In accordance with (IAW) Department of Defense Directive (DODD) 8500.01E, ... Spillage of Classified ... accomplished IAW CJCSI 6211.02, "Defense Information ... 2. DODD 8500.01E: Cybersecurity dtic.mil/whs/directives/corres/pdf/850001_2014.pdf Department of Defense .

INSTRUCTION . NUMBER 8500.01 . March 14, 2014 DoD Directive 3020.26, "Department of Defense Continuity Programs," January 9, 2009. 3. Definitions and refs: www.nsa.gov/ia/_files/factsheets/Final_Data_Spill.pdf Securing Data and Handling Spillage Events The Information Assurance Mission at NSA, What Is a Data Spill and Why Is It a Problem? Loss of control over sensitive and ... 4. DoD Man 5200.01 Protection of Classified Info dtic.mil/whs/directives/corres/pdf/520001_vol3.pdf . Department of Defense . MANUAL NUMBER 5200.01, Volume 3. February 24, 2012 . Incorporating Change 2, March 19, 2013 Classified Information Spillage 5. Article on reducing leaks by improving info assurance standards: <http://www.titus.com/titus-blog/2010/09/reducing-the-costs-of-classified-information-spillage-by-improving-data-classification-processes/>) As described it gives notice of reasonably anticipated damages, so Liquidated Damages under FAR 11.500 need not be considered.)

1.4.10 Post Award Conference/Periodic Progress Meetings

The contractor agrees to attend any post award conference convened by the contracting activity or contract administration office in accordance with Federal Acquisition Regulation Subpart 42.5. The contracting officer, Contracting Officer Representative (COR) and/or other Government personnel, as appropriate, may meet periodically with the contractor to review the contractor's performance. At these progress meetings the contracting officer will provide feedback to the contractor of how the Government views the contractor's performance and the contractor will apprise the Government of problems, if any, being experienced. Government and contractors shall take appropriate action to resolve outstanding issues. These meetings shall be at no additional cost to the Government.

1.4.11 Identification of Contractor Employees

All contract personnel attending meetings, answering Government telephones, and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression in the minds of members of the public that they are Government officials. They must also ensure that all documents or reports produced by contractors are suitably marked as contractor products or that contractor participation is appropriately disclosed. Products developed and or produced by the contractor under this contract will retain Government (JRO-CBRND) branding. Contractor personnel may

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display JRO-CBRND logos on their clothing; contractor logos are not permitted.

1.4.12 Deliverables

All deliverables become the property of the United States Government. Unless otherwise stated, all deliverables shall be submitted in both hardcopy and electronic media in Microsoft Word/PowerPoint/Excel/Access/Visio/Project format. All deliverables shall be sent to the COR in accordance with this PWS.

PART 2 DEFINITIONS AND ACRONYMS

Definitions

Contracting Officer's Representative (COR) - A representative from the requiring activity assigned by the Contracting Officer to perform surveillance and to act as liaison to the contractor.

CPARS - Contract Performance Assessment Review System

Defective Service - A service output that does not meet the standard of performance associated with it in the PWS.

Delivery Date - The specific time of delivery and/or performance.

Metrics - A system of parameters or ways of quantitative and periodic assessment of a process that is to be measured, along with the procedures to carry out and interpret such measurement and assessment.

Naval Sea Systems Command (NAVSEA) - Provides contracting and acquisition support to the Navy and other various Department of Defense organizations in the National Capital Region (NCR), including the Joint Staff. The acquisition and contracting support provided to Joint Staff customers span from pre-award through contract close-out.

Performance Objective - The service and/or activity required.

Performance Requirement - The outcomes, or results, that lead to satisfaction of the objective(s).

Performance Standard - Establishes the performance level required by the Government to meet the contract requirements. The standards shall be measurable and structured to permit an assessment of the Contractor's performance.

Performance Threshold - Minimum acceptable level, error rate and/or deviation from standard.

Performance Work Statement (PWS) - A detailed work statement for performance-based acquisitions that describes the required results in clear, specific and objective terms with measurable outcomes.

Quality Assurance (QA) - Those actions taken by the Government to assure services meet the requirements of the PWS.

Quality Assurance Surveillance Plan (QASP) - A document organizing how the Government will apply performance standards, the frequency of surveillance and the minimum acceptable defect rate(s).

Quality Control (QC) - Those actions taken by a contractor to control the performance of services so that they meet the requirements of the PWS.

Quality Control Plan (QCP) - A document organizing the performance control processes to be applied for delivering the level of service required by the PWS.

Task - How the contracting effort fits within the existing or intended customer environment both technically and organizationally; a specific piece of work to be completed within a certain time period.

Wide Area Work Flow (WAWF) - A secure Web-based system to allow contractors to submit electronic invoices, and provide the Government a means to electronically receipt and accept supplies and services.

Acronyms

AAR -	After Action Report
AEP -	Allied Engineering Publication
AJP -	Allied Joint Publication
APD -	Army Publishing Directorate
ATP -	Allied Technical Publication
AWC -	Air War College
CBA -	Capability Based Assessment

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CBRN -	Chemical, Biological, Radiological and Nuclear
CBRNE -	Chemical, Biological, Radiological, Nuclear, and high-yield Explosives
CERFP -	CBRNE Enhanced Response Force Package
CGSS-	Army Command & General Staff School
CIB -	Capabilities Integration Branch of JRO
CJCS -	Chairman of the Joint Chiefs of Staff
CJCSI -	Chairman of the Joint Chiefs of Staff Instruction
CJCSM -	Chairman of the Joint Chiefs of Staff Manual
CM -	Consequence Management
CMP-	Collection Management Plan
CONOPS -	Concept of Operations
CPX-	Command Post Exercise
CS -	Civil Support
CSWMD -	Center for the Study of Weapons of Mass Destruction
CWMD -	Combating Weapons of Mass Destruction
DCRF -	Defense Chemical, Biological, Radiological, and Nuclear Response Force
DMTRI-	Defense Medical Readiness Training Institute
DODD -	Department of Defense Directive
DODI -	Department of Defense Instruction
DOTMLPF -	Doctrine, Organization, Training, Materiel, Leadership and Education, Personnel, and Facilities
DPG -	Defense Planning Guidance
DPPG -	Defense Planning and Programming Guidance
DSCA -	Defense Support of Civil Authorities
DTL&E-	Doctrine, Training, Leadership and Education
DTRA -	Defense Threat Reduction Agency
ESR-	Exercise Summary Report
FCPD-	Final Coordination Program Directory
FEA -	Front End Analysis
FOC -	Full Operational Capability
FPC -	Final Planning Conference
FSE-	Full Scale Exercise
FTX -	Field Training Exercise
FX -	Functional Exercise
GCC -	Geographic Combatant Commander
HRF -	Homeland Response Force
HSPD -	Homeland Security Presidential Directive
ICAF -	Industrial College of the Armed Forces
IPC -	Initial Planning Conference
IPR-	In-progress review
JCB -	Joint Capabilities Board
JCIDS -	Joint Capabilities Integration and Development System
JCWC -	Joint and Coalition Warfighting Center (formerly JFCOM)
JCWMDFC-	Joint Combating Weapons of Mass Destruction Familiarization Course
JCWS -	Joint and Combined Warfighting School
JDDT -	Joint Doctrine Development Tool
JDEIS -	Joint Doctrine, Education, and Training Electronic Information System
JECE -	Joint Elimination Coordination Element
JEDD -	Joint Education and Doctrine Division

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JFSC- Joint Forces Staff College
JIPSE - Joint Intermediate Planning Staff Exercise
JLASS - Joint Land Aerospace and Sea Simulation
JP- Joint Publication
JPME - Joint Professional Military Education
JRO - Joint Requirements Office
JSLC - Joint Senior Leader Course
JSOU- Joint Special Operations University
JTIMS- Joint Training Information Management System
JWG - Joint (Doctrine) Working Group
KM/DS - Knowledge Management and Decision Support
LFA - Lead Federal Agency
MANSCEN - Maneuver Support Center of Excellence
MPC - Mid Planning Conference
MSEL- Master Scenario Events List
MTT- Mobile Training Team
MTTPs - Multi-Service Tactics, Techniques and Procedures
MWG- MTTP Working Group
NDU - National Defense University
NEP- National Exercise Program
NGB - National Guard Bureau
NMS-CWMD - National Military Strategy to Combat Weapons of Mass Destruction
NRCDT- National Response to Catastrophic & Disruptive Threats
NS-CWMD - National Strategy to Combat Weapons of Mass Destruction
NSPD - National Security Presidential Directive
NSS - National Security Strategy
NTA - Non-Traditional Agent
PCPD- Preliminary Coordination Program Directive
PD- Program Directive
PEL- Program for Emerging Leaders
PHEM- Public Health Emergency Manager
POA&M - Plan of Action and Milestones
PPD - Presidential Policy Directive
QDR - Quadrennial Defense Review
RFC- Revision Final Coordination
RFD- Revision First Draft
RFF - Request for Feedback
RFS - Request for Support
SD- Signature Draft
SDME - Strategic Decision Making Exercise
SLS- Senior Leaders Seminar
STANAG - Standardization Agreement (NATO)
TRA- Technical Review Authority
TTX - Table Top Exercise
UJTL - Universal Joint Task List
USANCA - United States Army Nuclear and Combating WMD Agency
WMD - Weapons of Mass Destruction
WMD-CST - Weapons of Mass Destruction Civil Support Team

PART 3

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SERVICES

3.0 General

The Government will provide the information, facilities, property, equipment and services listed below.

3.1 Information

The Government will provide:

3.1.1 Capability Based Assessments of the following CWMD mission areas: Passive Defense, Interdiction, Elimination, and Consequence Management.

3.1.2 Approved Concepts, Studies, Experiments and related Technical Reports.

3.1.3 Capabilities Documents within the Knowledge Management/Decision Support (KM/DS) System.

3.1.4 Doctrine development status report and complete listing of relevant CBRN defense/CWMD policy directives; Allied, Joint, and Multi-service doctrine.

3.1.5 Sample requests for education, training, and exercise support.

3.1.6 Listing of current initiatives and programs supported.

3.2 Facilities

When the Contractor is working in Government facilities, the Government will furnish the necessary workspace for the Contractor staff to provide the support outlined in this PWS to include desk space, telephones, Unclassified and Secret computers, to include necessary Secret PKI credentials, and other items necessary to maintain an office environment.

3.3 Property. Not applicable

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3.4 Equipment. Not applicable

3.5 Services

The Government will provide access to Government facilities and Unclassified and Secret information technology (IT) portals or systems.

3.6 Utilities

All utilities in the facility will be available for the contractor's use in performance of duties outlined in this PWS. The contractor shall instruct employees in utilities conservation practices. The contractor shall be responsible for operating under conditions that preclude the waste of utilities.

PART 4 TASK DESCRIPTIONS

4.0 Task Descriptions

4.1 Schedule

4.1.1 Kick-Off Meeting

The contractor shall schedule and conduct a joint Government, contractor kick-off meeting to review PWS requirements ten (10) days after contract award.

4.1.2 Project Schedule

The contractor shall deliver and maintain an integrated project schedule using Microsoft Project that shows all resource-loaded tasks through Level 2, durations, dependencies, and deliverables.

4.2 Cost Reporting

4.2.1 Expenditures

The contractor shall provide cost reporting to the COR in the monthly report. The reporting shall provide technical, schedule, and fiscal status by comparing planned versus actual expenditures. Cost reporting periods shall be the same as the contractor uses to invoice.

4.2.2 Problems and Shortfalls

The reporting shall also be used to identify potential problems. The contractor shall identify any anticipated technical or funding shortfall or irregularity during the specified period of performance, in writing, not later than two (2) months prior to the anticipated shortfall.

4.3 Quality

4.3.1 Quality Control Plan

The contractor shall implement a Quality Control Program (QCP) for this effort. The contractor shall prepare and provide a QCP that details and describes the contractor's framework and processes for delivering quality products and services required by the tasks in this PWS. This quality control plan shall be provided to the Government within ten (10) days after contract award. The contractor shall provide a briefing to the Government outlining the plan for implementation of the QCP for the contract tasks during the kick-off meeting. The contractor shall implement a QCP to ensure all work will be performed in accordance with the contract requirements. The contractor shall provide the requisite staffing and procedures to meet the quality, quantity, timeliness, responsiveness, customer satisfaction, and service delivery and performance requirements of this effort. The contractor shall identify in the QCP, the applicable processes and metrics used to self-assess performance, in addition to the resources to

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be applied to this effort.

4.4 Technical

The contractor shall provide personnel who have the necessary skills and expertise to accomplish their assigned functions and ensure performance is maintained at an acceptable level.

4.4.1 Monthly Progress Report

The contractor shall submit monthly progress reports delivered in a format or media approved by the COR. Use electronic media whenever practical. Monthly progress report periods will coincide with the cost periods by which the contractor invoices. The first monthly progress report is due NLT 15 days after the first full cost reporting month. Send subsequent reports NLT 15 days after the last day of each cost reporting month. These managerial reports shall include the following:

- Contractor name and address.
- Contract number and SubCLIN number.
- Date of report.
- Period covered by report - periods shall be the same as the contractor uses to invoice.
- Man-hours expended by discipline/labor category for the reporting period, and cumulatively during the base and option years.
- Cost curves portraying actual and projected conditions through the technical instruction when appropriate.
- Cost incurred for the reporting period and total contractual expenditures as of report date.
- Description of progress made during period reported, including problem areas encountered and recommendations, if any, for resulting solution beyond the scope of this contract.
- Trips and significant results.
- Plans and recommendations for the next period.
- Problems faced.
- Contractor performance assessment.

All reports resulting from this contract shall contain the following disclaimer statement on the cover of such reports.

"The views, opinions and findings, contained in this report are those of the author(s) and should not be construed as an official Department of Defense (DoD) position, policy, or decision, unless so designated by other official documentation."

4.4.2 Technical Reports

The contractor shall provide a listing keyed to specific tasks identifying the minimum reporting deliverables associated with each task. Reporting shall be in sufficient detail and quality to meet contract standards. The technical reports shall include but are not limited to:

- Data compilations, program master schedule, evaluations, and analyses.
- Program development schedules, procedures, instructions, corrective actions, risk management, etc.
- Conference and meeting agenda, minutes, and presentation materials.
- Exercise after action reports (AARs), Exercise Summary Reports (ESRs), Trip Reports, End of course critiques and summary reports.

All reports resulting from this contract shall contain the following disclaimer statement on the cover of such reports.

"The views, opinions and findings, contained in this report are those of the author(s) and should not be construed as an official Department of Defense (DoD) position, policy, or decision, unless so designated by other official documentation."

4.4.3 Doctrine Development

The contractor shall develop Joint and Multi-Service doctrinal publications related to CBRN Defense and Combating WMD. The contractor shall provide recommendations for change and comment in electronic format utilizing the standard comment resolution matrix (CRM) format provided by the COR.

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4.4.3.1 Multi-Service Tactics, Techniques and Procedures (MTTP) Doctrine Development

The contractor shall assist the Government in its role as the sponsor to a Service-level lead agent for the Multi-Service Tactics, Techniques and Procedures (MTTP) development program. In this capacity the contractor shall provide and oversee work of a writing team, conduct literature reviews and capability gap analysis, and serve as liaison to the Service lead agent and Service Doctrine Center representatives to conduct the necessary technical research and then develop and deliver MTTP manuals programmed for development or revision. Development of one MTTP manual may require between 400 and 600 labor hours over an 18 month period and the contractor to provide and oversee the work of a writing team consisting of appropriate SME, technical writer(s), and graphic artist(s).

4.4.3.1.1 Revision Nomination List

The contractor shall develop up to four (4) non-medical MTTP manuals and two (2) CBRN medical manuals per year.

4.4.3.1.2 Draft Program Directives (PD)

The contractor shall develop draft Program Directives (PD) for each MTTP manual.

4.4.3.1.3 Final Program Directives (PD)

The contractor shall develop a final PD for each MTTP manual.

4.4.3.1.4 MTTP Writer's Drafts (WD)

The contractor shall develop a Writer's Draft (WD) for each MTTP manual and coordinate adjudication of comments at the first MTTP Working Group (MWG).

4.4.3.1.5 MTTP First Draft (FD)

The contractor shall develop a First Draft (FD) for each MTTP manual and coordinate adjudication of comments at the second MWG.

4.4.3.1.6 MTTP Final Coordination Draft (FCD)

The contractor shall develop a Final Coordination Draft (FCD) for each MTTP manual.

4.4.3.1.7 MTTP Signature Draft (SD)

The contractor shall develop a Signature Draft (SD) for each MTTP manual.

4.4.3.1.8 MTTP Working Group After Action Reports

The contractor shall plan and facilitate a minimum of two (2) MTTP working groups (MWG) per manual.

4.4.3.1.9 Form and Supervise the MTTP Writing Team

The contractor shall form and supervise the activities of a writing team of no more than two (2) full-time equivalent (FTE) personnel. The writing team shall participate in each MWG and be responsible for structure and organization of the WD, FD, FCD, and SD.

4.4.3.2 Joint Doctrine Development. The contractor shall assist the Government in its role as the Joint Staff Doctrinal sponsor of Joint Publication (JP) 3-11 (Operations in CBRN Environments); provide technical review and input to JP 3-40 (Combating WMD) and JP 3-41 (CBRN Consequence Management); and provide general review for more than thirty (30) other JPs with CBRN Defense or CWMD equities. Sponsorship of JP 3-11 requires the contractor to assist the Government and lead agent over the 15 month development period and consists of between 110 and 250 labor hours. Technical review and input to JP 3-40 and JP 3-41 requires between 60 and 86 labor hours. Other CBRN defense and CWMD related JP's require between 12 and 36 labor hours.

4.4.3.2.1 Joint Publication Reviews

As a member of the JS J-7 Joint Doctrine Development Community (JDDC) the contractor shall assist the Government in the solicitation of, coordination for, and consolidation of comments for JP's entering the development cycle.

4.4.3.2.2 Technical Reviews

The contractor shall participate in various technical reviews of CBRN Defense/CWMD related policy directives, instructions, and manuals, e.g. CJCSIs, CJCSMs, DODIs, and DODDs.

4.4.3.2.3 Joint Working Groups

Based on the content of the JP and the Government's role or interest, the contractor shall coordinate

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comment adjudication and attend up to 2 Joint Working Groups (JWG) with Government representatives.

All working group participation will require an after action report.

4.4.4 Joint Professional Military Education (JPME)

The contractor shall provide expertise in the development and/or enhancement of CBRN Defense, Combating WMD, CBRN Consequence Management (CM), Defense Support of Civil Authorities (DSCA), and Medical CBRN Defense curriculum and wargaming at JPME institutions to include intermediate and senior level Joint and Service colleges, and Service Senior Non-Commissioned Officer (NCO) Academies (E8/E9).

4.4.4.1. PME Reviews

The contractor shall conduct reviews of joint/service professional military education (PME) institutions' existing core and/or elective training courses or exercises and make recommendations to revise or update the curriculum. Furthermore, the contractor is responsible for maintaining JRO-CBRND-sponsored courseware to include briefings, programs of instruction (POI), course syllabi, lesson plans, student handouts, and student course books. The contractor shall provide JRO-CBRND approved curriculum enhancement recommendations and integration strategies based on contemporary topics as changes occur in National Strategy or DoD Chemical and Biological Defense Program (CBDP) policies.

4.4.4.2 Wargames and Focus Groups

In coordination with the Center for the Study of WMD (CSWMD) at the National Defense University (NDU), the contractor shall develop, plan, execute, and assess wargames and Focus Groups and provide JRO-CBRND approved enhancement recommendations to improve wargaming and Focus Groups at the colleges.

4.4.4.3 Guest Speaker Program

The contractor shall coordinate and execute a SME Guest Speaker Program at joint/service PME institutions, to include intermediate and senior level colleges and Senior Service NCO Academies.

4.4.4.4 Joint Senior Leaders Course SME Support

The contractor shall provide CBRN Defense, Combating WMD, and DSCA SME in the coordination of, preparation for, and delivery of the Joint Senior Leaders Course (JSLC).

4.4.4.5 Captains' Career Courses (CCC) at the MSCOE

The contractor shall provide CBRN Defense, Combating WMD and DSCA SME in the coordination of, preparation of, and delivery of the Consequence Management (CM) and DSCA modules of the active and reserve CBRN, Engineer and Military Police CCC.

4.4.5 Combatant Command and Joint Task Force Exercises and Training

The contractor shall provide CBRN Defense, Combating WMD, Defense Support of Civil Authorities (DSCA), and CBRN Defense Medical related SME during the four phases (Requirements, Plans, Execution & Assessment) of the Joint Training System (JTS) Joint Exercise Life Cycle (JELC) in support of the requesting COCOM/ JTF. The Government will support up to 12 exercises per year. The contractor will participate with the Government in an annual program review to determine the support load for the out years.

4.4.5.1 COCOM/JTF Exercises

The contractor shall conduct analysis and research in support of the requesting COCOM or JTF for development of the exercise concept, design, scenarios, and objectives.

4.4.5.2 Exercise Collection Management Plan Based on approved COCOM or JTF exercise objectives and scenarios, the contractor shall conduct the necessary research in order to develop a Collection Management Plan (CMP) that ties exercise objectives to applicable Capability Based Assessment (CBA) tasks and gaps.

4.4.5.3 Exercise Support

The contractor shall participate in COCOM and JTF level exercises as an Observer, Controller, or Analyst and compile observations and lessons learned. The contractor shall NOT participate as a Blue Player, or a member of the COCOM/JTF level staff.

4.4.5.4 Exercise Summary Report

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The contractor shall analyze and collate exercise observations and lessons learned and then develop the after action reports and Exercise Summary Reports. The contractor shall also develop recommendations for corrective action.

4.4.5.5 Tabletop Exercise and Senior Leader Seminars

The contractor shall plan, coordinate and conduct tailored JRO-CBRND approved CBRN Defense, Combating WMD, DSCA, and CBRND Medical related Tabletop Exercises and Senior Leader Seminars.

4.4.5.6 Training

The contractor shall provide subject matter expertise in support of the planning and execution of joint CBRN defense training at the combatant commands, component commands and joint task forces. This is achieved by providing CBRN analysis, presenting joint combating WMD familiarization and related training, providing on-line, self-paced joint combating WMD courses and completing after action reports.

4.4.5.7 Mobile Training Team

The contractor shall develop and maintain JRO-CBRND approved training materials and conduct Mobile Training Team (MTT) sessions of the Joint Combating Weapons of Mass Destruction Familiarization Course (JCWMDFC) to COCOM and JTF level staffs. The Government will support up to 12 MTT sessions per year. The contractor will participate with the Government in an annual program review to determine the support load for the out years.

4.4.5.8 Joint Countering WMD Familiarization Course

The contractor shall conduct a review, analysis and then update the on-line version of the JCWMDFC. This shall include coordinating the update of course graphics, audio and courseware.

4.4.6 Transition Between Contractors

4.4.6.1 The Contractor will conduct an orderly transition with the incumbent, Battelle Memorial Institute. The Contractor will submit its detailed transition plan as part of its proposal. The contractor shall begin the soft transition by August 17, 2015 or date of award. Once awarded, the contractor shall begin a soft transition where the contractor will not bill for any costs during this transition period. The contractor shall begin performance on September 28, 2015.

4.4.6.1.1 Battelle currently supports the JRO under a Seaport-e task order, N00178-05-D-4210-FG01. That task order ends on 27 September 2015. Any contract transition must be completed by that date.

4.5 Performance

Metrics

To ensure quality and timely analytic products the Government shall perform monthly reviews. These reviews are performed during invoice processing prior to approval and payment. Invoices for deliverables rated green will be approved for payment; invoices for deliverables rated yellow may be approved for payment; invoices for deliverables rated red will not be approved for payment until the deliverable is revised and receives an acceptable rating. The following metrics shall be used in assessing progress toward the desired end-state.

4.5.1 Timeliness

1. Green: 95% - 100% of the products are delivered on or before the required delivery dates.
2. Yellow: 90% to 95% of the products are delivered on or before the required delivery dates.
3. Red: Less than 90% of the products are delivered on or before the required delivery dates.

4.5.2 Quality of Support

1. Green: 95% - 100% of deliverables are complete, responsive, and technically sound.
2. Yellow: 90% to 95% of deliverables are complete, responsive, and technically sound.

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3. Red: Less than 90% of deliverables are complete, responsive, and technically sound.

4.5.3 Support is Customer-Focused

1. Green: Contractor is proactive in identifying problems and recommending solutions. Contractor is receptive to Government feedback, quick to solve problems and keep the Government informed.

2. Yellow: Contractor is reactive in identifying problems and recommending solutions. Contractor acts on problems identified by the Government in a timely manner.

3. Red: Contractor is inactive in identifying problems and recommending solutions. Problems and issues are not dealt with or resolved at the lowest possible level.

4.5.4 Recommendations are relevant to today's environment

1. Green - The recommendations are relevant, well developed, and supported by the results or findings of the analysis.

2. Yellow - Most of the recommendations are relevant, well developed, and supported by the results or findings of the analysis.

3. Red - The recommendations are not relevant, well developed, and supported by the results or findings of the analysis.

4.5.5 Documentation

1. Green - completed IAW contract schedule; no errors found; documentation helpful.

2. Yellow - completed within 2-3 weeks after model release; few errors; documentation satisfactory.

3. Red - documentation incomplete. Significant rewrite required by Government.

4.6 Labor Categories Minimum Requirements

The Contractor shall provide a suitable mix of personnel with the education and demonstrated skills and experience necessary to perform the tasks described in the Performance Work

Statement (PWS). The minimum personnel requirements for seven labor categories are listed below. The labor descriptions and qualifications are as follows:

A. Project Manager

A Project Manager is responsible for independently managing all aspects of fiscal control, customer service, staffing, product development and delivery for major programs comprised of multiple tasks or projects. The Project Manager requires at least a Bachelor's degree in a CBRN relevant discipline and 20 years of relevant technical area experience, such as would have been attained by being a retired O-5 or above or a former GS-14 or above. The candidate must have six (6) years' experience as a project lead or project manager. An advanced degree in a CBRN relevant discipline may be substituted for two (2) years of experience. The candidate must be capable of directing, supervising and coordinating all technical activities within an assigned project; must have knowledge and experience in work planning, work assignment, task scheduling, work progress assessments, technical staff development, all applicable standards, and the technical work products required for each specific task order. The candidate must be able to direct and conduct program technical reviews with Government customers. The candidate shall be eligible to be trained and have access to appropriate ACCM as designated by supported organizations and should have had previous access to and shall have current access eligibility for

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CNWDI, FRD and RD.

B. Administrative Assistant

The Administrative assistant is responsible for assisting the Project Manager to compile and prepare required non-technical deliverables. High school graduation or equivalent is required. The Administrative Assistant must be fluent in written and spoken English and proficient in the Microsoft Office suite and SharePoint 2010. Prior military service in a CBRN defense related career field is desired.

C. Expert Consultant

An Expert Consultant requires a Master's degree or equivalent from an accredited college or university in a discipline applicable to Chemical, Biological, Radiological, and Nuclear Defense.

A minimum of fifteen (15) years of practical experience in DOD and US Government Interagency exercises, such as the Chairman, Joint Chiefs of Staff Exercise Program, Combatant Commanders Exercises, and the National Exercise Program is required. The candidate must have experience as a senior level professional on a multi-disciplinary team. An Expert Consultant transmits the intellectual content of scientific, technological, or other specialized information; facilitates education and exercise development; and may serve as a Senior Mentor. The Expert Analyst must demonstrate subject matter expertise in support of the planning and execution of joint CBRN defense training at the combatant commands, component commands and joint task forces. The candidate shall be eligible to be trained and have access to appropriate ACCM as designated by supported organizations and should have had previous access to and shall have current access eligibility for CNWDI, FRD and RD.

D. Senior Analyst

A Senior Analyst requires a Bachelor's degree from an accredited college or university in a discipline applicable to CBRN Defense. A minimum of ten (10) years of practical experience in

DOD and US Government Interagency exercises, such as the Chairman, Joint Chiefs of Staff Exercise Program, Combatant Commanders Exercises, and the National Exercise Program is required. The candidate must have experience as a professional on a multi-disciplinary team.

Duties include all aspects of organizing, planning, and executing DOD and Interagency exercises. The Senior Analyst must demonstrate subject matter expertise in support of the

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planning and execution of joint CBRN defense training at the combatant commands, component commands, Joint task forces and Service schools. The candidate shall be eligible to be trained and have access to appropriate ACCM as designated by supported organizations and should have had previous access to and shall have current access eligibility for CNWDI, FRD and RD.

E. Analyst

An Analyst requires a Bachelor's degree from an accredited college or university in a discipline applicable to CBRN Defense. A minimum of six (6) years of practical experience in DOD exercises, doctrine development and platform instruction is required. Duties include organizing, planning, and executing DOD exercises, classroom instruction, and development of doctrinal publications. The Analyst must demonstrate expertise in support of the planning and execution of joint CBRN defense training at the combatant commands, component commands, Joint task forces and Service schools. The candidate shall be eligible to be trained and have access to appropriate ACCM as designated by supported organizations.

F. Education Specialist

The Education Specialist requires a Bachelor's degree from an accredited college or university in either a discipline applicable to CBRN Defense or technical Education. The Education Specialist must have a minimum of ten (10) years of experience developing and delivering training and education instruction at the baccalaureate or higher level to both military and civilian personnel.

G. Technical Writer/Editor

A Technical Writer/Editor researches, organizes, writes, edits, proofreads, and produces data for use in a wide variety of complex technical publications requiring knowledge and understanding of the subject matter and allied fields in support of all customer mission-oriented business functions, programs, or initiatives to include but not limited to Multi-Service Tactics, Techniques and Procedure publications, Joint Publications, and Allied Technical Publications. The Technical

Writer/Editor shall coordinate publications with outside sources as needed and ensure that technical documentation is accurate and complete, meets editorial guidelines and Government specifications, and adheres to standards for quality, graphics, coverage, format, and style. The

Technical Writer/Editor shall work independently at the highest level of all phases of documentation and operate computer hardware and software to prepare, revise, print, and store text, illustrations, graphs, charts, etc. The Technical Writer/Editor shall possess knowledge in the development and/or enhancement of CBRN Defense, Combating WMD, CBRN Consequence

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Management (CM), Defense Support of Civil Authorities (DSCA), and Medical CBRN Defense curriculum and wargaming.

PART 5

APPLICABLE DOCUMENTS

5.0 Specific Regulation or Guidance

Department of Defense Directive 2060.02, DoD Combating Weapons of Mass Destruction (WMD) Policy

Department of Defense Directive 5134.08, Assistant to the Secretary of Defense for Nuclear and Chemical and Biological Defense Programs (ATSD(NCB))

Department of Defense Directive 5160.05E, Roles and Responsibilities Associated with the Chemical and Biological Defense (CBD) Program (CBDP)

Department of Defense Instruction 6055.17, DoD Installation Emergency Management (IEM) Program

Department of Defense Directive 3025.18, Defense Support of Civil Authorities

Department of Defense Directive 2000.12, DoD Antiterrorism Program

Department of Defense Instruction 3020.XX, DoD Installation CBRN Prevention, Protection, Response, and Recovery Standards

Under Secretary of Defense (AT&L) Chemical and Biological Implementation Plan (Revision, 2007)

JP 1-0, Doctrine for the Armed Forces of the United States

CJCSI 2700.01D, International Military Agreements for Rationalization, Standardization, and

Interoperability between the United States, Its Allies, and Other Friendly Nations

CJCSM 5120.01, Joint Doctrine Development Process

CJCSI 5120.02, Joint Doctrine Development System

CJCSM 3500.03B, Joint Training Manual for the Armed Forces of the United States

CJCSM 3500.04E, Universal Joint Training Manual

CJCS Notice 3500.01, 2009-2010 Chairman's Joint Training Guidance

CJCSI 3500.01E, Joint Training Policy and Guidance for the Armed Forces of the United States

CJCSI 3500.02, Universal Joint Task List (UJTL) Policy and Guidance for the Armed Forces of the United States

CJCS Guide 3501, The Joint Training System: A Primer for Senior Leaders

Strategic Plan for Transforming DOD Training

Department of Defense Training Transformation Implementation Plan

FY 2006 - FY 2011

CJCSI 3170.01G Joint Capabilities Integration System (JCIDS)

CJCSI 1800.01D, Officer Professional Military Education Program

CJCSI 1805.01, Enlisted Professional Military Education Policy

CJCSI 1801.01A, National Defense University (NDU) Policy

CJCSI 3500.01E, Joint Training Policy and Guidance for the Armed Forces of the United States

TECHNICAL EXHIBIT 1 PERFORMANCE REQUIREMENTS SUMMARY

Task Paragraph	Tasks	Delivery Date	Performance Standard	Acceptable Quality Level	QASP Typical Monitoring Methods
4.1	Schedule				

4.1.1	Schedule and conduct a contract kick-off meeting	DOA + 10 Days	The meeting is scheduled and minutes published IAW agreed upon schedules.	Meetings are scheduled and completed on time. Documentation requires no more than one (1) review/comment/ approval cycle to be accepted. 100% completed by due date.	Government attendance and oversight of review/ comment/ approval cycle.
4.1.2	Deliver and maintain an integrated project schedule using MS Project; include resource loaded tasks, durations, dependencies & deliverables	DOA + 10 days (initial). With each monthly report (monthly).	Initial Project Schedule is provided at the Kick-off Meeting and updated as needed, but no less than quarterly.	Documentation requires no more than one (1) review/comment/ approval cycle to be accepted. 95% completed by due date.	Government oversight of review/comment/ approval process, timeliness.
4.2	Cost Reporting				
4.2.1	Compare planned versus actual contract cost expenditures to include separate breakout for ODC burn-rate.	By the 15 th calendar day after the last day of each monthly cost period.	Reported monthly using the same monthly cost period as used to invoice.	95% submitted by due date. Reporting period and invoicing period coincide 100%.	Review of the Monthly Report and verification of invoices.
4.2.2	Identify and outline potential problems and funding shortfalls.	By the 15 th calendar day after the last day of each monthly cost period.	Reported in a timely manner.	95% submitted by due date.	Review of the Monthly Report.
4.3	Quality				
4.3.1	Prepare and provide a Quality Control Plan	DOA + 10 Days	Document is grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents and plans comply with current DoD policy and/or industry standards	Document requires no revision.	Review of the Plan.
4.4	Technical				

4.4.1	Monthly Progress Reports	By the 15 th calendar day after the last day of each monthly cost period.	Reports are technically accurate, grammatically correct, and contain all required information.	95% submitted by due date. Reporting period and invoicing period coincide 100%.	Review of the Monthly Report and verification of invoices.
4.4.2	Technical Reports, to include support to meetings and presentations, research accomplished, recommendations provided, database updates, status of actions tracked, and major meetings attended	By the 15 th calendar day after the last day of each monthly cost period.	Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW contractual schedules	Documentation requires no more than one (1) review/comment/ approval cycle to be accepted. 90% completed and accepted by due date.	Government oversight of review/comment/ approval cycle.
4.4.3	Doctrine Development	IAW the schedule outlined below.	Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.	Documentation requires no more than one (1) review/comment/ approval cycle to be accepted. 90% completed and accepted by due date..	Government oversight of review/comment/ approval cycle.

<p>4.4.3.1</p>	<p>MTTP Doctrine Development</p>	<p>IAW the schedule outlined below.</p>	<p>Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.</p>	<p>Documentation requires no more than one (1) review/comment/approval cycle to be accepted. 90% completed and accepted by due date..</p>	<p>Government oversight of review/comment/approval cycle.</p>
<p>4.4.3.1.1</p>	<p>Revision Nomination List</p>	<p>By the 1st day of October.</p>	<p>Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.</p>	<p>Documentation requires no more than one (1) review/comment/approval cycle to be accepted. 90% completed and accepted by due date..</p>	<p>Government oversight of review/comment/approval cycle.</p>

<p>4.4.3.1.2 - 4.4.3.1.3</p>	<p>Program Directives (PD)</p>	<p>Within 90 days of Government direction to proceed on a given manual.</p>	<p>Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.</p>	<p>Documentation requires no more than one (1) review/comment/approval cycle to be accepted. 90% completed and accepted by due date..</p>	<p>Government oversight of review/comment/approval cycle.</p>
<p>4.4.3.1.4 – 4.4.3.1.7</p>	<p>MTTP Drafts</p>	<p>IAW the Government signed PD Schedule.</p>	<p>Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.</p>	<p>Documentation requires no more than one (1) review/comment/approval cycle to be accepted. 90% completed and accepted by due date..</p>	<p>Government oversight of review/comment/approval cycle.</p>

<p>4.4.3.1.8</p>	<p>MTTP Working Group After Action Reports</p>	<p>Within 10 days of the end of each Working Group.</p>	<p>Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.</p>	<p>Documentation requires no more than one (1) review/comment/approval cycle to be accepted. 90% completed and accepted by due date..</p>	<p>Government oversight of review/comment/approval cycle.</p>
<p>4.4.3.1.9</p>	<p>Form and Supervise the MTTP Writing Team</p>	<p>Within 10 days of Government direction to proceed on a given manual.</p>	<p>Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.</p>	<p>Documentation requires no more than one (1) review/comment/approval cycle to be accepted. 90% completed and accepted by due date..</p>	<p>Government oversight of review/comment/approval cycle.</p>

<p>4.4.3.2</p>	<p>Joint Doctrine Development</p>	<p>IAW the schedule outlined below.</p>	<p>Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.</p>	<p>Documentation requires no more than one (1) review/comment/approval cycle to be accepted. 90% completed and accepted by due date..</p>	<p>Government oversight of review/comment/approval cycle.</p>
<p>4.4.3.2.1</p>	<p>Joint Publication Reviews</p>	<p>IAW the Lead Agent/J7 timeline</p>	<p>Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.</p>	<p>Documentation requires no more than one (1) review/comment/approval cycle to be accepted. 90% completed and accepted by due date..</p>	<p>Government oversight of review/comment/approval cycle.</p>

<p>4.4.3.2.2</p>	<p>Technical Reviews</p>	<p>IAW the Lead Agent/J7 timeline</p>	<p>Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.</p>	<p>Documentation requires no more than one (1) review/comment/approval cycle to be accepted. 90% completed and accepted by due date..</p>	<p>Government oversight of review/comment/approval cycle.</p>
<p>4.4.3.2.3</p>	<p>Joint Working Groups</p>	<p>IAW the Lead Agent/J7 timeline After action reports within 10 days of the end of each Working Group.</p>	<p>Analyses and research include adequate depth and breadth to clearly identify and qualify issues. Results delivered IAW agreed upon schedules. Documents are technically accurate and grammatically correct. Documents and revisions are delivered IAW agreed upon schedules. Documents comply with current DoD policy and lessons learned.</p>	<p>Documentation requires no more than one (1) review/comment/approval cycle to be accepted. 90% completed and accepted by due date..</p>	<p>Government oversight of review/comment/approval cycle.</p>

4.4.4	JPME	IAW the schedule outlined below.	Courses developed/ executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned, and are intellectually engaging.	Course materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.4.1	Annual Curriculum Review Board (CRB) After Action Report; Revision Recommendations; Projected Guest Speaker or Instructor Assignment Matrix and Travel Plan with Cost Estimate	Within 45 days of the conclusion of CRB.	Courses developed/ executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned, and are intellectually engaging.	Course materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.4.1	Courseware Inventory Status Matrix	By the 15 th calendar day after the last day of each monthly cost period.	Courses developed/ executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned, and are intellectually engaging.	Course materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.4.1	Education Request for Support Status Matrix	By the 15 th calendar day after the last day of each monthly cost period.	Courses developed/ executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned, and are intellectually engaging.	Course materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.

4.4.4.2	Wargames and Focus Groups	IAW the Government approved schedule.	Courses developed/ executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned, and are intellectually engaging.	Course materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.4.3-4.4.4.5	Consolidated Student and Faculty Critique Sheets and Event Summary Report	Within 30 days of the conclusion of each course.	Courses developed/ executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned, and are intellectually engaging.	Course materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.4.4	Draft JSLC agenda and attendee list / Final JSLC agenda and attendee list	90 days before event / 30 days before event	Courses developed/ executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned, and are intellectually engaging.	Course materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.4.3-4.4.4.4	Nomination List of Proposed Distinguished Guest Speakers	Within 45 days conclusion of CRB	Courses developed/ executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned, and are intellectually engaging.	Course materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.

4.4.4.4	Draft Fiscal Year Course Announcement Memorandum	By the 15th day of May	Courses developed/ executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned, and are intellectually engaging.	Course materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
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4.4.5	Combatant Command/Joint Task Force Exercises and Training	Within 45 days of conclusion of Review Board.	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.5.1	COCOM/JTF Exercises	IAW the Lead Agent/J7 timeline	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.5.2	Exercise Collection Management Plan	Within 30 days of Government approval to support a particular exercise.	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.5.3	Exercise Support	Within 30 days of Government approval to support a particular exercise.	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.5.4	Exercise Summary Report	Within 30 days of exercise conclusion	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.

4.4.5.5	Tabletop Exercise and Senior Leader Seminars	Within 30 days of Government approval to support a particular exercise or seminar.	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.5.6	Training	IAW the Government approved schedule.	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.5.6	Draft training agenda and attendee list Final training agenda and attendee list	90 days before event 30 days before event	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.5.6	Draft training plan Final training plan	90 days before event 30 days before event	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.5.6	Training After Action report	Within 15 days of conclusion of training	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
4.4.5.6-4.4.5.7	Consolidated Student and Faculty Critique Sheets and Event Summary Report	Within 30 days of conclusion	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.

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4.4.5.8	Review, analyze and update on-line JCWMDFC.	DOA + 180 days and then annually thereafter.	Courses and exercises developed/executed are relevant, technically accurate, IAW current policy, doctrine and lessons learned and use approved scenarios.	Materials require no revision and are technically and grammatically correct.	Government review of course materials and monitoring instruction.
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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

FAR 52.246-5 -- Inspection of Services -- Cost-Reimbursement (APR 1984)

Inspection and acceptance of services to be furnished hereunder shall be made, upon completion of the services, by Dee Dodson Morris.

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SECTION F DELIVERABLES OR PERFORMANCE

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

7000	9/28/2015 - 9/27/2016
7001	9/28/2016 - 9/27/2017
7002	9/28/2017 - 9/27/2018
9000	9/28/2015 - 9/27/2016
9001	9/28/2015 - 9/27/2016
9002	9/28/2016 - 9/27/2017
9003	9/28/2016 - 9/27/2017
9004	9/28/2017 - 9/27/2018
9005	9/28/2017 - 9/27/2018

CLIN - DELIVERIES OR PERFORMANCE

Period of Performance

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

7000	9/28/2015 - 9/27/2016
9000	9/28/2015 - 9/27/2016
9001	9/28/2015 - 9/27/2016

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

7001	9/28/2016 - 9/27/2017
7002	9/28/2017 - 9/27/2018
7003	9/28/2018 - 9/27/2019
7004	9/28/2019 - 9/27/2020
9002	9/28/2016 - 9/27/2017
9003	9/28/2016 - 9/27/2017
9004	9/28/2017 - 9/27/2018
9005	9/28/2017 - 9/27/2018
9006	9/28/2018 - 9/27/2019
9007	9/28/2018 - 9/27/2019
9008	9/28/2019 - 9/27/2020

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9009 9/28/2019 - 9/27/2020

The Period of Performance shall be for one base period of 12 months. Four 12 month option periods may be exercised at the sole discretion of the Government.

Place of Performance

Services to be performed hereunder will be provided at the locations specified in the Performance Work Statement.

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SECTION G CONTRACT ADMINISTRATION DATA

Contracting Officer Representative
Dee Dodson Morris
8000 JOINT STAFF PENTAGON, ROOM 1D958
WASHINGTON, DC 20318-8000

703-571-3052

dee.d.morris.civ@mail.mil

Hours of Operation

The contractor is responsible to perform during the standard work hours of the client, typically between the hours of 0800 and 1700 Monday thru Friday, except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. Support to the COCOM/JTF exercise program will require the contractor to travel and perform work for the Government during holidays, weekends and/or off-hours up to 10% of the effort. The contractor must at all times maintain an adequate work force for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons. When hiring personnel, the contractor shall keep in mind that the stability and continuity of the work force are essential.

Recognized Holidays

With the caveat that the contractor may have to support the Government on holidays, weekends and/or off-hours up to 10 percent of the effort, the contractor is generally NOT required to perform on the following holidays:

New Year's Day	Labor Day
Martin Luther King Jr. Day	Columbus Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

NON-DISCLOSURE AND NON-USE OF DATA

(a) Data

All data (including but not limited to Planning, Programming, Budgeting, and Execution (PPBE) documents and data as described in DoD Directive 7045.14, "The Planning, Programming, and Budgeting System," May 22, 1984, Change 1, July 28, 1990 and Deputy Secretary of Defense Memorandum, "Control of Planning, Programming, Budgeting, and Execution (PPBE) Documents and Information," 27 March 2004) obtained, received, or learned by the Contractor and/or its personnel and/or subcontractors as a result of performance of this contract shall be deemed to be "sensitive" and/or "proprietary" whether or not such data is so designated or marked. The Contractor and its personnel and subcontractors shall restrict access to data obtained, received, or learned as a result of performance of this contract to the minimum number of Contractor personnel or subcontractors necessary for performance of this contract. No one who prepares offers, proposals, bids, and/or quotations for Government and/or non Government procurements shall be involved in direct performance of this contract. The Contractor shall ensure that each of its personnel and subcontractors who obtains, receives, or learns data as a result of performance of this contract understands and complies with this "Non-Disclosure and Non-Use of Data" clause.

(b) Non-Disclosure of Data

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The Contractor and its personnel and subcontractors shall disclose data obtained, received, or learned as a result of performance of this contract only to Contractor personnel directly performing under this contract and to United States Department of Defense personnel to whom disclosure of such data is required in performance of this contract. The Contractor and its personnel and subcontractors shall not disclose such data to anyone who prepares offers, proposals, bids, and/or quotations for Government and/or non Government procurements. The Contractor and its personnel and subcontractors shall take all steps necessary to prevent disclosure of such data except as specifically permitted herein.

(c) Non-Use of Data

The Contractor and its personnel and subcontractors shall use data obtained, received, or learned as a result of performance of this contract only in direct performance of this contract and for no other purpose. The Contractor and its personnel and subcontractors shall not use or consider such data in the preparation of any offer, proposal, bid, and/or quotation for any Government and/or non Government procurement. The Contractor and its personnel and subcontractors shall take all steps necessary to prevent use of such data except as specifically permitted herein.

(d) Non-Disclosure/Non-Use Agreements Before any of the Contractor's personnel becomes involved in performance of this contract, the Contractor shall obtain a non-disclosure/non-use agreement signed by that person. The non-disclosure/non-use agreement shall state that:

(1) He/she shall disclose data obtained, received, or learned by him/her as a result of performance of this contract only to Contractor personnel directly performing under this contract and to United States Department of Defense personnel to whom disclosure of such data is required in performance of this contract.

(2) He/she shall not disclose data obtained, received, or learned as a result of performance of this contract to anyone who prepares offers, proposals, bids, and/or quotations for Government and/or non Government procurements.

(3) He/she shall use data obtained, received, or learned as a result of performance of this contract only in direct performance of this contract and for no other purpose.

(4) He/she shall not use or consider data obtained, received, or learned as a result of performance of this contract in the preparation of any offer, proposal, bid, and/or quotation for any Government and/or non Government procurement. In the event that the Contractor, its personnel, and or subcontractors will obtain, receive, or learn data of other entities as a result of performance of this contract, the Contractor shall execute a non-disclosure/non-use agreement with each such entity prior to having access to the data provided by the entity.

(e) Requirement to Disclose Data

If the Contractor, its personnel and/or is subcontractors receive a court order requiring disclosure of data obtained, received, or learned as a result of performance of this contract or if the Contractor believes disclosure of such data is otherwise required by law or regulation, the Contractor shall contact the Contracting Officer immediately and fully inform the Contracting Officer of the court order or other requirement prior to any disclosure of data.

(f) Exception

This "Non-Disclosure and Non-Use of Data" clause does not apply to data which the Contractor can demonstrate was obtained, received, or learned in a way other than as a result of performance of this contract.

(g) Government Remedy

Any violation of the terms of this "Non-Disclosure and Non-Use of Data" clause is a material and substantial breach of this contract, and the Government may, in addition to any other remedy available, terminate this contract, or any part thereof, for cause or default.

(h) Non-disclosure/Non-Use Agreements

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The contractor shall maintain all Non-Disclosure and Non-Use of Data agreements required by this clause and shall make such agreements available for immediate inspection by the Contracting Officer.

COMMUNICATIONS

(a) Except as specified in paragraph (b) below, no order, statement, or conduct of Government personnel who visit the Contractor's facilities or in any other manner communicates with Contractor personnel during the performance of this contract shall constitute a change under the "Changes" clause of this contract.

(b) The Contractor shall not comply with any order, direction or request of Government personnel unless it is issued in writing and signed by the Contracting Officer, or is pursuant to specific authority otherwise included as a part of this contract.

(c) The Contracting Officer is the only person authorized to approve changes in any of the requirements of this contract and, notwithstanding provisions contained elsewhere in this contract, the said authority remains solely the Contracting Officer's. In the event the contractor effects any change at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in charges incurred as a result thereof. The address and telephone number of the Principal Contracting Officer is:

NAVSUP Fleet Logistics Center Norfolk, Contracting Department, Philadelphia Office
700 Robbins Ave., Bldg. 2B
Philadelphia, PA. 19111-5083

Franklin Andujar

(215) 697-2154

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:

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- (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.
- (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
Pay Official DoDAAC	HQ0338
Issue By DoDAAC	N00189
Admin DoDAAC	S1002A
Inspect By DoDAAC	H91269
Ship To Code	H91269
Ship From Code	N/A
Mark For Code	N/A
Service Approver (DoDAAC)	H91269
Service Acceptor (DoDAAC)	H91269
Accept at Other DoDAAC	N/A
LPO DoDAAC	H91269
DCAA Auditor DoDAAC	N/A
Other DoDAAC(s)	N/A

(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.

(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

252.204-0002 Line Item Specific: Sequential ACRN Order (SEP 2009)

The payment office shall make payment in sequential ACRN order within the line item, exhausting all funds in the previous ACRN before paying from the next ACRN using the following sequential order: alpha/alpha:

alpha/numeric; numeric/alpha; and numeric/numeric

LIMITATION OF FUNDS, OPTION 2 (CLINS 7002, 9004, 9005) MOD 12

PURSUANT TO FAR 52.232-22 LIMITATION OF FUNDS (APR 1984)

Funding in the amount of \$220,000 is hereby provided for Option 2, Task Order EX01 under Contract N00178-12-D-7062.

The amount currently available for payment hereunder is limited to \$820,000 inclusive of fee. Subject to the General Provisions of the clause entitled, Limitation of Funds (APR 1984) of the contract, no legal liability exists on the part of the Government for payment in excess of the \$820,000, unless additional funds are made available

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by the Contracting Officer and are incorporated by subsequent modification to this task order.

LIMITATION OF FUNDS, BASE PERIOD (CLINS 7000, 9000, 9001) MOD 10

PURSUANT TO FAR 52.232-22 LIMITATION OF FUNDS (APR 1984)

Funding in the amount of \$107,760.64 is hereby de-obligated from the Base period, Task Order EX01 under Contract N00178-12-D-7062.

The amount currently available for payment hereunder is limited to \$1,572,877.50 inclusive of fee. Subject to the General Provisions of the clause entitled, Limitation of Funds (APR 1984) of the contract, no legal liability exists on the part of the Government for payment in excess of the \$1,572,877.50, unless additional funds are made available by the Contracting Officer and are incorporated by subsequent modification to this task order.

LIMITATION OF FUNDS, OPTION 2 (CLINS 7002, 9004, 9005) MOD 09

PURSUANT TO FAR 52.232-22 LIMITATION OF FUNDS (APR 1984)

Funding in the amount of \$600,000 is hereby provided for Option 2, Task Order EX01 under Contract N00178-12-D-7062.

The amount currently available for payment hereunder is limited to \$600,000 inclusive of fee. Subject to the General Provisions of the clause entitled, Limitation of Funds (APR 1984) of the contract, no legal liability exists on the part of the Government for payment in excess of the \$600,000, unless additional funds are made available by the Contracting Officer and are incorporated by subsequent modification to this task order.

LIMITATION OF FUNDS, OPTION 1 (CLINS 7001, 9002, 9003) MOD 08

PURSUANT TO FAR 52.232-22 LIMITATION OF FUNDS (APR 1984)

Funding in the amount of \$781,009.67 is hereby provided for Option 1, Task Order EX01 under Contract N00178-12-D-7062.

The amount currently available for payment hereunder is limited to \$1,719,212.67 inclusive of fee. Subject to the General Provisions of the clause entitled, Limitation of Funds (APR 1984) of the contract, no legal liability exists on the part of the Government for payment in excess of the \$1,719,212.67, unless additional funds are made available by the Contracting Officer and are incorporated by subsequent modification to this task order.

PURSUANT TO FAR 52.232-22

A. The amount currently available for payment hereunder is limited to \$2,618,841.14, inclusive of fee. Subject to the General Provisions of the clause entitled, Limitation of Funds (APR 1984) of the contract, no legal liability exists on the part of the Government for payment in excess of the \$2,618,841.14, unless the total CPFF and additional funds are made available by the Contracting Officer and are incorporated by subsequent modification to this task order.

B. Any questions concerning this document should be addressed to Adam Dombrowski who can be reached by email at Adam.Dombrowski@navy.mil.

Accounting Data

SLINID PR Number Amount

CONTRACT NO.	DELIVERY ORDER NO.	AMENDMENT/MODIFICATION NO.	PAGE	FINAL
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700001	H912695016A114	220000.00
LLA :		
AA 97150400.2612 6820 P5800 251B 9JDH97 012195 DJAC15A114		
900001	H912695016A114	25000.00
LLA :		
AA 97150400.2612 6820 P5800 251B 9JDH97 012195 DJAC15A114		
900101	H912695016A114	5000.00
LLA :		
AA 97150400.2612 6820 P5800 251B 9JDH97 012195 DJAC15A114		
BASE Funding 250000.00		
Cumulative Funding 250000.00		
MOD 01 Funding 0.00		
Cumulative Funding 250000.00		
MOD 02		
700002	H912695267A5213700002	929461.00
LLA :		
AB 97150400.2612 6820 P5800 251B 9JDH97 012195 DJAC15A521		
700003	H912695267A522700003	288977.14
LLA :		
AC 97150400.2612 6810 P5800 251B 9JDH97 012195 DJAC15A522		
900002	H912695267A522900002	197200.00
LLA :		
AC 97150400.2612 6810 P5800 251B 9JDH97 012195 DJAC15A522		
900102	H912695267A522900102	15000.00
LLA :		
AC 97150400.2612 6810 P5800 251B 9JDH97 012195 DJAC15A522		
MOD 02 Funding 1430638.14		
Cumulative Funding 1680638.14		
MOD 03 Funding 0.00		
Cumulative Funding 1680638.14		
MOD 04		
700101	H91269-6188-A390	375782.00
LLA :		
AD 097160400.2612 6820 P6800 251B 9JDH97 012195 DJAC16A390		
900201	H91269-6188-A390	59568.00
LLA :		
AD 097160400.2612 6820 P6800 251B 9JDH97 012195 DJAC16A390		
900301	H91269-6188-A390	5349.00
LLA :		
AD 097160400.2612 6820 P6800 251B 9JDH97 012195 DJAC16A390		
MOD 04 Funding 440699.00		
Cumulative Funding 2121337.14		
MOD 05		
700102	H91269-7013-A241	356004.00
LLA :		
AE 097170400.2612 6820 P7800 251B 9JDH97 012195 DJAC17A241		
\$356,004		
900202	H91269-7013-A241	56433.00

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LLA :
 AE 097170400.2612 6820 P7800 251B 9JDH97 012195 DJAC17A241
 \$56,433

900302 H91269-7013-A241 5067.00

LLA :
 AE 097170400.2612 6820 P7800 251B 9JDH97 012195 DJAC17A241
 \$5,067

MOD 05 Funding 417504.00
 Cumulative Funding 2538841.14

MOD 06

900203 H91269-7023-A257 80000.00

LLA :
 AF 097170400.2612 6820 P7800 251B 9JDH97 012195 DJAC17A257

MOD 06 Funding 80000.00
 Cumulative Funding 2618841.14

MOD 07 Funding 0.00
 Cumulative Funding 2618841.14

MOD 08

700103 H912697087A369 712009.67

LLA :
 AG 097170400.2612 6820 P7800 251B 9JDH97 012195 DJAC17A369

900204 H912697087A369 64000.00

LLA :
 AG 097170400.2612 6820 P7800 251B 9JDH97 012195 DJAC17A369

900303 H912697087A369 5000.00

LLA :
 AG 097170400.2612 6820 P7800 251B 9JDH97 012195 DJAC17A369

MOD 08 Funding 781009.67
 Cumulative Funding 3399850.81

MOD 09

700201 H912697188A534 484000.00

LLA :
 AH 097170400.2612 6820 P7800 251B 9JDH97 012195 DJAC17A534

900401 H912697188A534 94782.00

LLA :
 AH 097170400.2612 6820 P7800 251B 9JDH97 012195 DJAC17A534

900501 H912697188A534 21218.00

LLA :
 AH 097170400.2612 6820 P7800 251B 9JDH97 012195 DJAC17A534

MOD 09 Funding 600000.00
 Cumulative Funding 3999850.81

MOD 10

700003 H912695267A522700003 (74434.47)

LLA :
 AC 97150400.2612 6810 P5800 251B 9JDH97 012195 DJAC15A522

900002 H912695267A522900002 (17939.81)

LLA :

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AC 97150400.2612 6810 P5800 251B 9JDH97 012195 DJAC15A522

900101 H912695016A114 (386.36)

LLA :

AA 97150400.2612 6820 P5800 251B 9JDH97 012195 DJAC15A114

900102 H912695267A522900102 (15000.00)

LLA :

AC 97150400.2612 6810 P5800 251B 9JDH97 012195 DJAC15A522

MOD 10 Funding -107760.64
Cumulative Funding 3892090.17

MOD 11 Funding 0.00
Cumulative Funding 3892090.17

MOD 12

700202 H91269-7345-A089 220000.00

LLA :

AJ 097180400.2612 6820 P7800 251B 9JDH97 012195 DJAC18A089

MOD 12 Funding 220000.00
Cumulative Funding 4112090.17

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SECTION H SPECIAL CONTRACT REQUIREMENTS

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 contract:

Dee Dodson Morris

(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 contract (or delivery/task order), or to direct the accomplishment of effort which goes beyond the scope of the statement of work in the contract (or delivery/task order).

(d) It is emphasized that only a Contracting officer has the authority to modify the terms of the contract, therefore, in no event will any understanding, agreement, modification, change order, or other matter deviating from the terms of

the basic contract 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 contract (or delivery/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.

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 contract 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.
- (2) Upon completion of the Contractor employee's employment.
- (3) Upon contract 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

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PREDETERMINATION OF RIGHTS IN TECHNICAL DATA (FISC DET PHILA) (OCT 1992)

(a) The offeror is requested to identify in his proposal which of the below listed data (including data to be furnished

in whole or in part by a subcontractor) when delivered, he intends to identify as limited rights data in accordance with paragraph (b) of the "Rights in Technical Data and Computer Software" clause of this solicitation. This identification need not be made as to data, which relate to standard commercial items, which are manufactured by more than one source of supply.

(b) Limited rights data may be identified as such, pursuant to (a) above only if it pertains to items, components or processes developed at private expense. Nevertheless, it cannot be so identified if it comes within paragraph (b)(1) of the "Rights in Technical Data and Computer Software" clause. At the request of the Contracting Officer or his representative, the offeror agrees to furnish clear and convincing evidence that the data, which will be so identified comes within the definition of limited rights data.

(c) The listing of a data item in paragraph (a) above does not mean that the Government considers such item to come within the definition of limited rights data.

(d) If completion of predetermination proves impracticable before award, the Contractor shall promptly complete the

identification of limited rights with respect to that data listed in the solicitation for which predetermination was proposed. If contractual requirements relating to design or data items are changed during the course of a contract, the Contractor shall promptly identify limited rights data relating to the changed requirements.

Clearance Level

Twenty-five (25) percent of contractor personnel shall possess a current Top Secret (TS) Clearance and fifty (50) percent shall possess a current Top Secret (TS) Clearance on a Single Scope Background Investigation (SSBI) completed within the last 5 years with Sensitive Compartmented Information (SCI) eligibility. Remaining contractor personnel shall possess at least a current Secret (S) Clearance based on a National Agency Check (NAC) completed within the last 10 years.

Facility Clearance

The contractor shall possess or be eligible to receive and maintain a Top Secret facility clearance from the Defense Security Service.

Physical Security

The contractor shall be responsible for safeguarding all Government information or property provided for contractor use. At the close of each work period, Government information, facilities, equipment and materials shall be secured as specified.

Post Award Conference/Periodic Progress Meetings

The contractor agrees to attend any post award conference convened by the contracting activity or contract administration office in accordance with Federal Acquisition Regulation Subpart 42.5. The contracting officer, Contracting Officer Representative (COR) and/or other Government personnel, as appropriate, may meet periodically with the contractor to review the contractor's performance. At these progress meetings the contracting officer will provide feedback to the contractor of how the Government views the contractor's performance and the contractor will apprise the Government of problems, if any, being experienced. Government and contractors shall take appropriate action to resolve outstanding issues. These meetings shall be at no additional cost to the Government.

Identification of Contractor Employees

All contract personnel attending meetings, answering Government telephones, and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression in the minds of members of the public that they are Government officials. They must also ensure that all documents or reports produced by contractors are suitably marked as contractor products or that contractor participation is appropriately disclosed. Products developed and or produced by the contractor under

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this contract will retain Government (JRO-CBRND) branding. Contractor personnel may display JRO-CBRND logos on their clothing; contractor logos are not permitted.

Government Information, Facilities, Property, Services and Utilities

Government Information

The Government will provide:

Capability Based Assessments of the following CWMD mission areas: Passive Defense, Interdiction, Elimination, and Consequence Management
 Approved Concepts, Studies, Experiments and related Technical Reports
 Capabilities Documents within the Knowledge Management/Decision Support (KM/DS) System
 Doctrine development status report and complete listing of relevant CBRN defense/CWMD policy directives; Allied, Joint, and Multi-service doctrine
 Sample requests for education, training, and exercise support
 Listing of current initiatives and programs supported

Government Facilities

When the contractor is working in Government facilities, the Government will furnish the necessary workspace for the Contractor staff to provide the support outlined in this PWS to include desk space, telephones, computers and other items necessary to maintain an office environment.

Government Services

The Government will provide access to Government facilities and information technology (IT) portals or systems.

Government Utilities

All utilities in the facility will be available for the contractor's use in performance of duties outlined in this PWS. The contractor shall instruct employees in utilities conservation practices. The contractor shall be responsible for operating under conditions that preclude the waste of utilities.

ECMRA

Enterprise-wide Contractor Manpower Reporting Application (ECMRA)

(a) DoD contracting activities awarding or administering contracts shall incorporate the following Enterprise-wide Contractor Manpower Reporting Application (ECMRA) standard language into all contracts which include services, provided the organization that is receiving or benefiting from the contracted service is a Department of Defense organization, including reimbursable appropriated funding sources from non-DoD executive agencies where the Defense Component requiring activity is the executive agent for the function performed. The reporting requirement does not apply to situations where a Defense Component is merely a contracting agent for another executive agency. Contracted services excluded from reporting are based on Product Service Codes (PSCs). The excluded PSCs are:

- (1) W, Lease/Rental of Equipment;
- (2) X, Lease/Rental of Facilities;
- (3) Y, Construction of Structures and Facilities;
- (4) S, Utilities ONLY;
- (5) V, Freight and Shipping ONLY.

(b) The contractor shall report contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the Department of Defense via a secure data collection site. Contracted services excluded from reporting are based on Product Service Codes (PSCs). The excluded PSCs are:

- (1) W, Lease/Rental of Equipment;
- (2) X, Lease/Rental of Facilities;
- (3) Y, Construction of Structures and Facilities;
- (4) S, Utilities ONLY;
- (5) V, Freight and Shipping ONLY.

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The contractor is required to completely fill in all required data fields using the following web address
<https://dodcmra.hqda.pentagon.mil/>.

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at <https://dodcmra.hqda.pentagon.mil/>.

APPOINTMENT OF CONTRACTING OFFICER'S REPRESENTATIVE

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

_____ Dee Dodson Morris
NAME CODE

MAIL ADDRESS

TELEPHONE NUMBER

(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:

NAME CODE

MAIL ADDRESS

TELEPHONE NUMBER

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SECTION I CONTRACT CLAUSES

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.

52.204-9 Personal Identity Verification of Contractor Personnel (JAN 2011)

- (a) The Contractor shall comply with agency personal identity verification procedures identified in the contract 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.
 - (2) Upon completion of the Contractor employee's employment.
 - (3) Upon contract 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 this 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)**

52.232-7003 Electronic Submission Of Payment Requests And Receiving Reports (JUN 2012)

- (a) *Definitions.* As used in this clause—
- (1) *Contract financing payment* and *invoice payment* have the meanings given in section 32.001 of the Federal Acquisition Regulation.
 - (2) *Electronic form* means any automated system that transmits information electronically from the initiating system to all affected systems. Facsimile, e-mail, and scanned documents are not acceptable electronic forms for submission of payment requests. However, scanned documents are acceptable when they are part of a submission of a payment request made using Wide Area WorkFlow (WAWF) or another electronic form authorized by the Contracting Officer.
 - (3) *Payment request* means any request for contract financing payment or invoice payment submitted by the Contractor under this contract.
 - (4) "Receiving report" means the data required by the clause at 252.246-7000, Material Inspection and Receiving Report.
- (b) Except as provided in paragraph (c) of this clause, the Contractor shall submit payment requests and receiving reports using WAWF, in one of the following electronic formats that WAWF accepts: Electronic Data Interchange, Secure File Transfer Protocol, or World Wide Web input. Information

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regarding WAWF is available on the Internet at <https://wawf.eb.mil/>.

(c) The Contractor may submit a payment request and receiving report using other than WAWF only when—

- (1) The Contracting Officer administering the contract for payment has determined, in writing, that electronic submission would be unduly burdensome to the Contractor. In such cases, the Contractor shall include a copy of the Contracting Officer's determination with each request for payment;
- (2) DoD makes payment for commercial transportation services provided under a Government rate tender or a contract for transportation services using a DoD-approved electronic third party payment system or other exempted vendor payment/invoicing system (e.g., PowerTrack, Transportation Financial Management System, and Cargo and Billing System);
- (3) DoD makes payment for rendered health care services using the TRICARE Encounter Data System (TEDS) as the electronic format; or
- (4) When the Government wide commercial purchase card is used as the method of payment, only submission of the receiving report in electronic form is required.

(d) The Contractor shall submit any non-electronic payment requests using the method or methods specified in Section G of the contract.

(e) In addition to the requirements of this clause, the Contractor shall meet the requirements of the appropriate payment clauses in this contract when submitting payments requests.

(End of clause)

52.217-5 Evaluation of Options (JUL 1990)

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

52.222-46 Evaluation of Compensation for Professional Employees

Evaluation of Compensation for Professional Employees (Feb 1993)

(a) Recompetition of service contracts may in some cases result in lowering the compensation (salaries and fringe benefits) paid or furnished professional employees. This lowering can be detrimental in obtaining the quality of professional services needed for adequate contract performance. It is therefore in the Government's best interest that

professional employees, as defined in 29 CFR 541, be properly and fairly compensated. As part of their proposals, offerors will submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional

employees who will work under the contract. The Government will evaluate the plan to assure that it reflects a sound management approach and understanding of the contract requirements. This evaluation will include an assessment of the offeror's ability to provide uninterrupted high-quality work. The professional compensation proposed will be considered in terms of its impact upon recruiting and retention, its realism, and its consistency with a total plan for compensation. Supporting information will include data, such as recognized national and regional compensation surveys and studies of professional, public and private organizations, used in establishing the total compensation structure.

(b) The compensation levels proposed should reflect a clear understanding of work to be performed and should indicate the capability of the proposed compensation structure to obtain and keep suitably qualified personnel to meet mission objectives. The salary rates or ranges must take into account differences in skills, the complexity of various disciplines, and professional job difficulty. Additionally, proposals envisioning compensation levels lower than those of predecessor contractors for the same work will be evaluated on the basis of maintaining program continuity, uninterrupted high-quality work, and availability of required competent professional service employees. Offerors are cautioned that lowered compensation for essentially the same professional work may indicate lack of sound management judgment and lack of understanding of the requirement.

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(c) The Government is concerned with the quality and stability of the work force to be employed on this contract. Professional compensation that is unrealistically low or not in reasonable relationship to the various job categories, since it may impair the Contractor's ability to attract and retain competent professional service employees, may be viewed as evidence of failure to comprehend the complexity of the contract requirements.

(d) Failure to comply with these provisions may constitute sufficient cause to justify rejection of a proposal.

STANDARD OF WORKMANSHIP

REQUIRED STANDARD OF WORKMANSHIP (OCT 1992)

Unless otherwise specifically provided in this contract, the quality of all services rendered hereunder shall conform to the highest standards in the relevant profession, trade or field of endeavor. All services shall be rendered by or supervised directly by individuals fully qualified in the relevant profession, trade or field, and

holding any licenses required by law.

(End of Provision)

SUP 5252.204-9400 Contractor Access to Federally Controlled Facilities and/or Unclassified Sensitive Information

or

Unclassified IT Systems (May 2010)

Homeland Security Presidential Directive (HSPD)-12, requires government agencies to develop and implement Federal security standards for Federal employees and contractors. The Deputy Secretary of Defense Directive-Type

Memorandum (DTM) 08-006 – "DoD Implementation of Homeland Security Presidential Directive – 12 (HSPD-12)" dated November 26, 2008 (or its subsequent DoD instruction) directs implementation of HSPD-12.

This clause

is in accordance with HSPD-12 and its implementing directives. This clause applies to contractor employees requiring physical access to any area of a federally controlled base, facility or activity and/or requiring access to a DoD computer/network, to perform certain unclassified both non-sensitive and sensitive duties. It is the responsibility of the command/facility where the work is performed to ensure compliance. The requirement to control access to sensitive information applies to all US government IT systems and/or areas where unclassified but sensitive information may be discussed, displayed or maintained. DoN policy prescribes that all unclassified data that has not been approved for public release and is stored on mobile computing devices must be treated as sensitive data and encrypted using commercially available encryption technology. Whenever granted access to sensitive information, contractor employees shall follow applicable DoD/DoN instructions, regulations, policies and procedures when reviewing, processing, producing, protecting, destroying and/or storing that information. Operational Security (OPSEC) procedures and practices must be implemented by both the contractor and contract employee to protect the product, information, services, operations and missions related to the

Must be either a US citizen or a US permanent resident with a minimum of 3 years legal residency in the US (as required by The Deputy Secretary of Defense DTM 08-006 or its subsequent DoD instruction) and

1 Must have a favorably completed National Agency Check with Written Inquiries (NACI) including a Federal Bureau of Investigation (FBI) fingerprint check prior to installation access.

1 SF-85 Questionnaire for Non-Sensitive Positions

1 Two FD-258 Applicant Fingerprint Cards

1 Original Signed Release Statements contract. The contractor shall designate an employee to serve as the Contractor's Security Representative. Within three work days after contract award, the contractor shall provide to the Navy Command's Security Manager and the Contracting Officer, in writing, the name, title, address and phone number for the Contractor's Security Representative. The Contractor's Security Representative shall be the primary point of contact on any security matter. The Contractor's Security Representative shall not be replaced or removed without prior notice to the Contracting Officer. Non-Sensitive Positions Contractor employee whose work is unclassified and non-sensitive (e.g., performing certain duties such as lawn maintenance, vendor services, etc ...) and who require physical access to publicly accessible areas to perform those duties shall meet the following minimum requirements:

To be considered for a favorable trustworthiness determination, the Contractor's Security Representative must

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submit for all employees each of the following:

The contractor shall ensure each individual employee has a current favorably completed NACI.

The Contractor's Security Representative shall be responsible for initiating reinvestigations as required. Failure to provide the required documentation at least 30 days prior to the individual's start date shall result in delaying the individual's start date. Contractor employee whose duties require accessing a DoD unclassified computer/network, working with sensitive unclassified information (either at a Government or contractor facility), or physical access to a DoD facility must be a US citizen and possess a favorable trustworthiness determination prior to installation access. To obtain a favorable trustworthiness determination, each contractor employee must have a favorably completed National Agency Check with Local Credit Checks (NACLC) which consists of a NACI including a FBI fingerprint check plus credit and law enforcement checks. Each contractor employee applying for a trustworthiness determination is required to complete:

- SF-85P Questionnaire for Public Trust Positions
- Two FD-258 Applicant Fingerprint Cards
- Original Signed Release Statements

Failure to provide the required documentation at least 30 days prior to the individual's start date shall result in delaying the individual's start date. To maintain continuing authorization for an employee to access a DoD unclassified computer/network, and/or have access to sensitive unclassified information, the contractor shall ensure that the individual employee has a current requisite background investigation. The Contractor's Security Representative shall be responsible for initiating reinvestigations as required and ensuring that background investigations remain current (not older than 10 years) throughout the contract performance period.

IT Systems Access. When access to IT systems is required for performance of the contractor employee's duties, such employees shall in-process with the Navy Command's Security Manager and Information Assurance Manager upon arrival to the Navy command and shall out-process prior to their departure at the completion of the individual's performance under the contract. Completion and approval of a System Authorization Access Request Navy (SAAR-N) form is required for all individuals accessing Navy Information Technology resources. The SAAR-N shall be forwarded to the Navy Command's Security Manager at least 30 days prior to the individual's start date. Failure to provide the required documentation at least 30 days prior to the individual's start date shall result in delaying the individual's start date. When required to maintain access to required IT systems or networks, the contractor shall ensure that all employees requiring access complete annual Information Assurance (IA) training, and maintain a current requisite background investigation. The Contractor's Security Representative shall contact the Command Security Manager for guidance when reinvestigations are required.

Security Approval Process

The Contractor's Security Representative shall ensure that each individual employee pending assignment shall accurately complete the required forms for submission to the Navy Command's Security Manager. The Contractor's Security Representative shall screen the investigative questionnaires for completeness and accuracy and for potential suitability/security issues prior to submitting the request to the Navy Command's Security Manager. Forms and fingerprint cards may be obtained from the Navy Command's Security Manager. These required items, shall be forwarded to the Navy Command's Security Manager for processing at least 30 days prior to the individual employee's anticipated date for reporting for duty. The Navy Command's Security Manager will review the submitted documentation for completeness prior to submitting it to the Office of Personnel Management (OPM).

Suitability/security issues identified by the Navy Command's Security Manager may render the contract employee ineligible for the assignment. A favorable review of the questionnaire and advance fingerprint results are required as

an interim measure prior to the contract employee start date. An unfavorable determination made by the Navy Command's Security Manager is final and such a determination does not relieve the contractor from meeting any contractual obligation under the contract. If contractor employees already possess a current favorably adjudicated investigation, the Navy Command's Security Manager will use the Visit Authorization Request (VAR) via the Joint Personnel Adjudication System (JPAS). The contractor shall include the IT Position Category per SECNAV M-

5510.30 for each employee designated on a VAR. The VAR requires annual renewal for the duration of the

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employee's performance under the contract. The Navy Command's Security Manager will forward the required forms to OPM for processing. Once the investigation is complete, the results will be forwarded by OPM to the DON Central Adjudication Facility (CAF) for a position of trust determination. When a favorable determination is not made, contractor employees shall not be permitted to work on this contract effort and if already working on the contract shall be removed immediately. The potential consequences of any requirements under this clause including denial of access for a proposed contractor employee who fails to obtain a favorable trustworthiness determination in no way relieves the contractor from the requirement to execute performance under the contract within the timeframes specified in the contract. Contractors shall plan ahead in processing their employees and subcontractor employees for working in nonsensitive positions, with sensitive information, and/or on Government IT systems. The contractor shall insert this clause in all subcontracts when the subcontractor is permitted to have physical access to a federally controlled facility and/or access to a federally-controlled information system/network and/or access to government information.

252.225-7004 Report of Intended Performance Outside the United States and Canada—Submission after Award.

REPORT OF INTENDED PERFORMANCE OUTSIDE THE UNITED STATES AND CANADA
—SUBMISSION AFTER AWARD (OCT 2010)

(a) *Definition.* "United States," as used in this clause, means the 50 States, the District of Columbia, and outlying areas.

(b) *Reporting requirement.* The Contractor shall submit a report in accordance with this clause, if the Contractor or a first-tier subcontractor will perform any part of this contract outside the United States and Canada that—

- (1) Exceeds \$650,000 in value; and
- (2) Could be performed inside the United States or Canada.

(c) *Submission of reports.* The Contractor—

- (1) Shall submit a report as soon as practical after the information is known;
- (2) To the maximum extent practicable, shall submit a report regarding a first-tier subcontractor at least 30 days before award of the subcontract;
- (3) Need not resubmit information submitted with its offer, unless the information changes;
- (4) Shall submit all reports to the Contracting Officer; and
- (5) Shall submit a copy of each report to: Deputy Director of Defense Procurement and Acquisition Policy (Contract Policy and International Contracting), OUSD(AT&L) DPAP/CPIC, Washington, DC 20301-3060.

(d) *Report format.* The Contractor—

- (1) Shall submit reports using—
 - (i) DD Form 2139, Report of Contract Performance Outside the United States; or
 - (ii) A computer-generated report that contains all information required by DD Form 2139; and
- (2) May obtain copies of DD Form 2139 from the Contracting Officer or via the Internet at <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>.

252.225-7043 Antiterrorism/Force Protection for Defense Contractors Outside the United States(MAR 2006)

(a) *Definition.* "United States," as used in this clause, means, the 50 States, the District of Columbia, and outlying areas.

(b) Except as provided in paragraph (c) of this clause, the Contractor and its subcontractors, if performing or traveling outside the United States under this contract, shall?

- (1) Affiliate with the Overseas Security Advisory Council, if the Contractor or subcontractor is a U.S. entity;
- (2) Ensure that Contractor and subcontractor personnel who are U.S. nationals and are in-country on a non-transitory basis, register with the U.S. Embassy, and that Contractor and subcontractor personnel who are third country nationals comply with any security related requirements of the Embassy of their nationality;

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(3) Provide, to Contractor and subcontractor personnel, antiterrorism/force protection awareness information commensurate with that which the Department of Defense (DoD) provides to its military and civilian personnel and their families, to the extent such information can be made available prior to travel outside the United States; and

(4) Obtain and comply with the most current antiterrorism/force protection guidance for Contractor and subcontractor personnel.

(c) The requirements of this clause do not apply to any subcontractor that is?

(1) A foreign government;

(2) A representative of a foreign government; or

(3) A foreign corporation wholly owned by a foreign government.

(d) Information and guidance pertaining to DoD antiterrorism/force protection can be obtained from Naval Criminal Investigative Service (NCIS), Code 21; telephone, DSN 288-9077 or commercial (202) 433-9077.

SOFA CONTRACT CLAUSE

Certain Contractor employees in Korea and Germany shall have Status of Forces Agreement (SOFA) status. Contractor employees in Germany are subject to Articles 72 and 73 Supplemental Agreement (SA) to the NATO SOFA, as a result of the SA special guidance and provisions for DoD Contractor Personnel performing in the Federal Republic of Germany is contained in Section I, L and J. DoD Contractor Personnel in Germany will only have SOFA status if they are working in a position that has been qualified and approved as an Analytical Support or Technical Expert TE position, and the individual has qualified for the status themselves (both the individual and The position must qualify). There are a few positions listed in Germany that are non-status positions they are noted on the price sheet as NS for non-status.

(a) Definitions. As used in this clause –

“U.S. -ROK Status of Forces Agreement” (SOFA) means the Mutual Defense Treaty between the Republic of Korea and the U.S. of America, Regarding Facilities and Areas and the Status of U.S. Armed Forces in the Republic of Korea, as amended

"Combatant Commander" means the commander of a unified or specified combatant command established in accordance with 10 U.S.C. 161. In Korea, the Combatant Commander is the Commander, United States Pacific Command.

"United States Forces Korea" (USFK) means the subordinate unified command through which US forces would be sent to the Combined Forces Command fighting components.

"Commander, United States Forces Korea" (COMUSK) means the commander of all U.S. forces present in Korea. In the Republic of Korea, COMUSK also serves as Commander, Combined Forces Command (CDR CFC) and Commander, United Nations Command (CDR UNC).

"USFK, Assistant Chief of Staff, Acquisition Management" (USFK/FKAQ) means the principal staff office to USFK for all acquisition matters and administrator of the U.S.-ROK SOFA as applied to US and Third Country Contractors under the Invited Contractor (IC) and Technical Representative (TR) Program (USFK Reg 700-19).

"Responsible Officer (RO)" means a senior DOD employee (such as a military E5 and above or civilian GS-7 and above), appointed by the USFK Sponsoring Agency (SA), who is directly responsible for determining and administering appropriate logistics support for IC/TRs during contract performance in the ROK.

(b) IC or TR status under the SOFA is subject to the written approval of USFK, Assistant Chief of Staff, Acquisition Management (FKAQ), Unit #15237, APO AP 96205-5237.

(c) The contracting officer will coordinate with HQ USFK/FKAQ, IAW FAR 25.8 and USFK Reg 700-19. FKAQ will determine the appropriate Contractor status under the SOFA and notify the contracting officer of that determination.

(d) Subject to the above determination, the Contractor, including its employees and lawful dependents, may be accorded such privileges and exemptions under conditions and limitations as specified in the SOFA and USFK Reg 700-19. These privileges and exemptions may be furnished during the performance period of the contract, subject to their availability and continued SOFA status. Logistics support privileges are provided on an as-available basis to properly authorized individuals. Some logistics support may be issued as Government Furnished Property or transferred on a reimbursable basis.

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(e) The Contractor warrants and shall ensure that collectively, and individually, its officials and employees performing under this contract will not perform any contract, service, or other business activity in the ROK, except

under U.S. Government contracts and that performance is IAW the SOFA.

(f) The Contractor's direct employment of any Korean-National labor for performance of this contract shall be governed by ROK labor law and USFK regulation(s) pertaining to the direct employment and personnel administration of Korean National personnel.

(g) The authorities of the ROK have the right to exercise jurisdiction over invited Contractors and technical representatives, including Contractor officials, employees and their dependents, for offenses committed in the ROK and punishable by the laws of the ROK. In recognition of the role of such persons in the defense of the ROK, they will be subject to the provisions of Article XXII, SOFA, related Agreed Minutes and Understandings. In those

Cases in which the authorities of the ROK decide not to exercise jurisdiction, they shall notify the U.S. military authorities as soon as possible. Upon such notification, the military authorities will have the right to exercise jurisdiction as is conferred by the laws of the U.S.

(h) Invited Contractors and technical representatives agree to cooperate fully with the USFK Sponsoring Agency (SA) and Responsible Officer (RO) on all matters pertaining to logistics support and theater training requirements. Contractors will provide the assigned SA prompt and accurate reports of changes in employee status as required By USFK Reg 700-19.

(i) Theater Specific Training. Training Requirements for IC/TR personnel shall be conducted in accordance with USFK Reg 350-2 Theater Specific Required Training for all Arriving Personnel and Units Assigned to, Rotating to,

or in Temporary Duty Status to USFK. IC/TR personnel shall comply with requirements of USFK Reg 350-2.

(j) Except for Contractor air crews flying Air Mobility Command missions, all U.S. Contractors performing work on

USAF classified contracts will report to the nearest Security Forces Information Security Section for the geographical area where the contract is to be performed to receive information concerning local security requirements.

(k) Invited Contractor and Technical Representative status may be withdrawn by USFKJFKAQ upon:

(1) Completion or termination of the contract.

(2) Determination that the Contractor or its employees are engaged in business activities in the ROK other than those pertaining to U.S. armed forces.

(3) Determination that the Contractor or its employees are engaged in practices in contravention to Korean law or USFK regulations.

(l) It is agreed that the withdrawal of invited Contractor or technical representative status, or the withdrawal of, or failure to provide any of the privileges associated therewith by the U.S. and USFK, shall not constitute grounds for excusable delay by the Contractor in the performance of the contract and will not justify or excuse the Contractor

defaulting in the performance of this contract. Furthermore, it is agreed that withdrawal of SOFA status for reasons outlined in USFK Reg 700-19, Section II, paragraph 6 shall not serve as a basis for the Contractor filing any claims against the U.S. or USFK. Under no circumstance shall the withdrawal of SOFA Status or privileges be considered or construed as a breach of contract by the U.S. Government.

(m) Support.

(1) Unless the terms and conditions of this contract place the responsibility with another party, the COMUSK will develop a security plan to provide protection, through military means, of Contractor personnel engaged in the theater of operations when sufficient or legitimate civilian authority does not exist.

(2)(i) All Contractor personnel engaged in the theater of operations are authorized resuscitative care, stabilization, hospitalization at level III military treatment facilities, and assistance with patient movement in emergencies where loss of life, limb, or eyesight could occur. Hospitalization will be limited to stabilization and short-term medical treatment with an emphasis on return to duty or placement in the patient movement system.

(ii) When the Government provides medical or emergency dental treatment or transportation of Contractor personnel to a selected civilian facility, the Contractor shall ensure that the Government is reimbursed for

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any costs associated with such treatment or transportation.

(iii) Medical or dental care beyond this standard is not authorized unless specified elsewhere in this contract.

(3) Unless specified elsewhere in this contract, the Contractor is responsible for all other support required for its personnel engaged in the theater of operations under this contract.

(n) Compliance with laws and regulations. The Contractor shall comply with, and shall ensure that its personnel supporting U.S. Armed Forces in the Republic of Korea as specified in paragraph (b)(I) of this clause are familiar with and comply with, all applicable –

(1) United States, host country, and third country national laws;

(2) Treaties and international agreements;

(3) United States regulations, directives, instructions, policies, and procedures; and

(4) Orders, directives, and instructions issued by the COMUSK relating to force protection, security, health, safety, or relations and interaction with local nationals. Included in this list are force protection advisories, health advisories, area (i.e. "off-limits"), prostitution and human trafficking and curfew restrictions.

(o) Vehicle or equipment licenses. IAW USFK Regulation 190-1, Contractor personnel shall possess the required licenses to operate all vehicles or equipment necessary to perform the contract in the theater of operations. All Contractor employees/dependents must have either a Korean driver's license or a valid international driver's License to legally drive on Korean roads, and must have a USFK driver's license to legally drive on USFK installations. Contractor employees/dependents will first obtain a Korean driver's license or a valid international driver's license then obtain a USFK driver's license.

(p) Evacuation.

(1) If the COMUSK orders a non-mandatory or mandatory evacuation of some or all personnel, the Government will provide assistance, to the extent available, to United States and third country national Contractor personnel.

(2) Non-combatant Evacuation Operations (NEO).

(i) The Contractor shall designate a representative to provide Contractor personnel and dependents information to the servicing NEO warden as required by direction of the Responsible Officer.

(ii) If contract period of performance in the Republic of Korea is greater than six months, non emergency essential Contractor personnel and all IC/TR dependents shall participate in at least one USFK sponsored NEO exercise per year.

(q) Next of kin notification and personnel recovery.

(1) The Contractor shall be responsible for notification of the employee-designated next of kin in the event an employee dies, requires evacuation due to an injury, or is missing, captured, or abducted.

(2) In the case of missing, captured, or abducted Contractor personnel, the Government will assist in personnel recovery actions in accordance with DOD Directive 2310.2, Personnel Recovery.

(3) ICrrR personnel shall accomplish Personnel Recovery/Survival, Evasion, Resistance and Escape (PR/SERE) training in accordance with USFK Reg 525-40, Personnel Recovery Procedures and USFK Reg 350-2 Theater Specific Required Training for all Arriving Personnel and Units Assigned to, Rotating to, or in Temporary Duty Status to USFK.

(r) Mortuary affairs. Mortuary affairs for Contractor personnel who die while providing support in the theater of operations to U.S. Armed Forces will be handled in accordance with DOD Directive 1300.22, Mortuary Affairs Policy and Army Regulation 638-2, Care and Disposition of Remains and Disposition of Personal Effects.

(s) USFK Responsible Officer (RO). The USFK appointed RO will ensure all ICrrR personnel complete all applicable training as outlined in this clause.

(End of Clause)

FAR 52.222-46 Evaluation of Compensation for Professional Employees (Feb 1993)

(a) Recompetition of service contracts may in some cases result in lowering the compensation (salaries and fringe benefits) paid or furnished professional employees. This lowering can be detrimental in obtaining the quality of professional services needed for adequate contract

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performance. It is therefore in the Government's best interest that professional employees, as defined in 29 CFR 541, be properly and fairly compensated. As part of their proposals, offerors will submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract. The Government will evaluate the plan to assure that it reflects a sound management approach and understanding of the contract requirements. This evaluation will include an assessment of the offeror's ability to provide uninterrupted high-quality work. The professional compensation proposed will be considered in terms of its impact upon recruiting and retention, its realism, and its consistency with a total plan for compensation. Supporting information will include data, such as recognized national and regional compensation surveys and studies of professional, public and private organizations, used in establishing the total compensation structure.

(b) The compensation levels proposed should reflect a clear understanding of work to be performed and should indicate the capability of the proposed compensation structure to obtain and keep suitably qualified personnel to meet mission objectives. The salary rates or ranges must take into account differences in skills, the complexity of various disciplines, and professional job difficulty. Additionally, proposals envisioning compensation levels lower than those of predecessor contractors for the same work will be evaluated on the basis of maintaining program continuity, uninterrupted high-quality work, and availability of required competent professional service employees. Offerors are cautioned that lowered compensation for essentially the same professional work may indicate lack of sound management judgment and lack of understanding of the requirement.

(c) The Government is concerned with the quality and stability of the work force to be employed on this contract. Professional compensation that is unrealistically low or not in reasonable relationship to the various job categories, since it may impair the Contractor's ability to attract and retain competent professional service employees, may be viewed as evidence of failure to comprehend the complexity of the contract requirements.

(d) Failure to comply with these provisions may constitute sufficient cause to justify rejection of a proposal.

FAR 52.219-27 Notice of Service-Disabled Veteran-Owned Small Business Set-Aside (Nov 2011)

(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.

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(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) *Applicability.* This clause applies only to--

(1) Contracts that have been set aside or reserved for service-disabled veteran-owned small business concerns;

(2) Part or parts of a multiple-award contract that have been set aside for service-disabled veteran-owned small business concerns; and

(3) Orders set aside for service-disabled veteran-owned small business concerns under multiple-award contracts as described in [8.405-5](#) and [16.505\(b\)\(2\)\(i\)\(F\)](#).

(c) *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.

(d) *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.

(e) 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

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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)

(f) 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.

Clause incorporated by reference

252.204-7012 Safeguarding of Unclassified Controlled Technical Information

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SECTION J LIST OF ATTACHMENTS

Attachment I - DD 254 (Updated)

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