

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER		PAGE 1 OF 14	
2. CONTRACT NO. M67854-02-A-9003		3. AWARD/EFFECTIVE DATE 23-Apr-2008		4. ORDER NUMBER 0012		5. SOLICITATION NUMBER	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME				b. TELEPHONE NUMBER (No Collect Calls)	
9. ISSUED BY MARCORSYSCOM 2200 LESTER STREET QUANTICO VA 22134-6050  TEL: 703-432-3773 FAX: 703-432-3534		CODE M67854		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: 541330 SIZE STANDARD:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
15. DELIVER TO  <b>SEE SCHEDULE</b>		CODE		16. ADMINISTERED BY  <b>SEE ITEM 9</b>		CODE	
17a. CONTRACTOR/OFFEROR BATELLE MEMORIAL INSTITUTE ELAINE MOEHRING 505 KING AVENUE COLUMBUS OH 43201-2696  TEL. 614-424-4314		CODE 79986		18a. PAYMENT WILL BE MADE BY DFAS ROME 325 BROOKS ROAD ROME NY 13441-4511		CODE HQ0302	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		FACILITY CODE		18b. SUBMIT INVOICES TO A ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input checked="" type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	<b>SEE SCHEDULE</b>						
25. ACCOUNTING AND APPROPRIATION DATA  <b>See Schedule</b>					26. TOTAL AWARD AMOUNT (For Govt. Use Only)  <b>\$2,220,000.00</b>		
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3. 52.212-5 ARE ATTACHED.				ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED			
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED.				ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED			
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>0</u> COPIES <input type="checkbox"/> TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				29. AWARD OF CONTRACT: REFERENCE BATELLE <input checked="" type="checkbox"/> OFFER DATED <u>18-Apr-2008</u> . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: SEE SCHEDULE			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)		31c. DATE SIGNED	
						25-Apr-2008	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) Vicki L. Whiteman / Contracting Officer TEL: 703-432-3773 EMAIL: vicki.whiteman@usmc.mil			

**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS  
(CONTINUED)**

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
<p><b>SEE SCHEDULE</b></p>					

32a. QUANTITY IN COLUMN 21 HAS BEEN  
 RECEIVED  INSPECTED  ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: \_\_\_\_\_

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
	32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
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38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
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41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY ( <i>Print</i> )		
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT ( <i>Location</i> )	
		42c. DATE REC'D ( <i>YY/MM/DD</i> )	42d. TOTAL CONTAINERS

## Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Labor Monthly Report FFP Joint Program Executive Office, Knowledge Management Directorate (JPEO KM) shall be performed in accordance with the attached Statement of Work and Battelle's proposal dated 18 April 2008 FOB: Destination				
NET AMT					\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN CT - MIPR8GDAT00066 FFP FOB: Destination MILSTRIP: MIPR8GDAT00066	2,113,989	Each	\$1.00	\$2,113,989.00
NET AMT					\$2,113,989.00
ACRN CT					\$2,113,989.00
CIN: MIPR8GDAT000660001AA					

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Travel/ODC's FFP FOB: Destination				

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NET AMT	\$0.00
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002AA	ACRN CT - MIPR8GDAT00066 FFP FOB: Destination MILSTRIP: MIPR8GDAT00066	106,011	Each	\$1.00	\$106,011.00

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NET AMT	\$106,011.00
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ACRN CT CIN: MIPR8GDAT000660002AA	\$106,011.00
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## INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
0001AA	Destination	Government	Destination	Government
0002	Destination	Government	Destination	Government
0002AA	Destination	Government	Destination	Government

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 01-MAY-2008 TO 30-APR-2009	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0002	N/A	N/A	N/A	N/A
0002AA	N/A	N/A	N/A	N/A

## ACCOUNTING AND APPROPRIATION DATA

CT: 97 8 0300 2601 8 5Y 5Y00 30810000000 2516 12YJXD MIPR8GDAT00066 YJYD12 04408  
 AMOUNT: \$2,220,000.00  
 CIN MIPR8GDAT000660001AA: \$2,113,989.00  
 CIN MIPR8GDAT000660002AA: \$106,011.00

## AWARD TERMS AND CONDITIONS

### **SECTION TWO**

- Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0012 is issued as a **FIXED PRICE** order for Labor (CLIN 0001) and Cost Reimbursable for ODCS and Travel/Per Diem (CLIN 0002). (In order to insure timely invoice processing in Wide Area Workflow, CLIN 0002 has been entered into the automated contracting system as fixed price resulting in the appearance of FFP on this CLIN and the associated SubCLINs. This action is taken for payment processing purposes only. As stated, CLIN 0002 will be administered as Cost Reimbursable.)
- APPROPRIATION DATA/SPECIAL INSTRUCTIONS:** The Government Payment Office shall make all payments against this order in accordance with the CLIN/ACRN association specified below. All contractor requests for payment made against this contract that fail to specify a CLIN/ACRN association shall be promptly rejected by the Government Payment Office.

## **FUNDS AVAILABLE FOR PAYMENT**

<b>ACRN &gt;&gt;</b>	Labor	Travel/ODC	T&M Support	Total
CT	2113989.00	106011.00	0.00	\$2,220,000.00
Total	\$2,113,989.00	\$106,011.00	\$0.00	\$2,220,000.00

The total amount of funding available for payment under this task order is **\$2,220,000.00**

3. **PACKAGING AND MARKING:** All items shall be prepared and marked for shipment using best commercial practices.
4. **INSPECTION AND ACCEPTANCE:** All deliveries shall be inspected and accepted at point of destination.
5. **PROJECT OFFICER:** The Project Officer (e.g., sponsor) for this order is:

**Ms. Brenda Besore 703-681-1283**  
**[brenda.besore@jpeocbd.osd.mil](mailto:brenda.besore@jpeocbd.osd.mil)**

Inspection and Acceptance of contract deliverables is the responsibility of the project officer, or their duly authorized representative(s). Moreover, the Project Officer serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues (e.g., COTR). However, only the Contracting Officer has authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements and approval of ODCs, or related charges not previously identified in the Contractor's proposal. In the event the Contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and all costs relating thereto shall be borne by the Contractor.

**6. INVOICES:**

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2007)", the United States Marine Corps (USMC) utilizes WAWF-RA to electronically process vendor requests for payment. The contractor shall be required to utilize this system when processing invoices and receiving reports under this contract, unless the provision at DFARS 252.232-7003(c) apply. The Contractor shall (i) register to use WAWF-RA at <https://wawf.eb.mil/> and (ii) ensure an "electronic business" Point of Contact is designated in the Central Contractor Registration at <http://www.ccr.gov>, within ten (10) days after award of this contract. The USMC WAWF-RA point of contact for this contract is Kristin Gomez and can be reached on 703-432-3793.

Additionally, upload a copy of your invoice into eP<sup>2</sup> using the embedded feature, then send email notification of your invoice postings to [kristin.gomez.ctr@usmc.mil](mailto:kristin.gomez.ctr@usmc.mil). To ensure prompt payment and resolution of anomalies, ACSS uses a central billing model that requires the Project Officer (e.g., sponsor) to review and verify invoice charges within 48-hrs. of posting. ACSS staff coordinate this action and validate/certify the approved charges using WAWF. In this capacity, ACSS technical sponsors serve as the authorizing officials (e.g., Contracting Officer's Representative (COR)) for all CEOss tasks. Anomaly invoicing issues (e.g., type of charges, rationale, costs, etc.), must be resolved within 72-hrs. of submission, or the invoice will be rejected for cause.

Data entry information for WAWF:

Payment Office DoDAAC: **HQ302**

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

Contractor Number: M67854-02-A-9003

Task Order: 0012

**The contractor shall bill labor monthly in accordance with the following invoicing matrix:**

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
05/31/2008	176166.0
07/01/2008	176166.0
07/31/2008	176166.0
08/31/2008	176166.0
09/30/2008	176166.0
10/31/2008	176166.0
11/30/2008	176166.0
12/31/2008	176166.0
01/30/2009	176166.0
03/01/2009	176166.0
03/31/2009	176166.0
05/01/2009	176163.0
<b>Total</b>	<b>\$2,113,989.00</b>

**7. DELIVERY DESTINATION:**

CG, JPEO CBD  
 Attn: Ms. Brenda Besore  
 Suite 1609, 5203 Leesburg Pike  
 Falls Church, VA 22041-3203

**8. GOVERNMENT FURNISHED PROPERTY (GFP) REQUIREMENTS– N/A**

**9. FACILITIES REQUIREMENTS** – Reference SOW paragraph 3.0. All aspects of facilitization are borne by the Offeror unless specific exception is noted in their proposal, or the task specially notes that “on-site,” e.g., government site, performance will be required.

**10. PERIOD OF PERFORMANCE** - The period of performance for this effort is 12 months beginning **1 May 2008**, with the possibility for two (2) option periods of performance contingent upon superior performance and compliance with the Quality Assurance Surveillance Plan (QASP). Each option period is expected to be 12 months in length.

**11. OPTION PERIODS** - Per your proposal dated 18 April 2008, the Government reserves the right to exercise one or all option periods contingent upon superior performance and

compliance with the Quality Assurance Surveillance Plan (QASP) and funds available. If option periods are exercised, the contractor will be notified and a new Task Order will be awarded.

### SECTION THREE

## STATEMENT OF WORK FOR INFORMATION SYSTEMS SUPPORT FOR THE JOINT PROGRAM EXECUTIVE OFFICE, KNOWLEDGE MANAGEMENT DIRECTORATE

### SPECIALTY ENGINEERING

**1.0 Scope.** The scope of this effort is to provide on-going analytical and specialty engineering support to the Knowledge Management (KM) Directorate, Joint Program Executive Office, Chemical and Biological Defense (JPEO-CBD). The objectives of this initiative are to provide knowledge management support for the JPEO-CBD, subordinate Joint Program Managers and other members of the Chemical and Biological Defense community. This effort includes requirements for process modeling, improvement, and documentation including analysis of roles and responsibilities along with quantification of cost/risk, course of action (COA) recommendations, and implementation. Additional requirements include support for existing IT infrastructure elements (e.g., LiveLink<sup>®</sup>, associated web pages<sup>1</sup>, and “help desk” support for business systems) and, where necessary, support for migration from old to new systems. The ultimate goal of this effort is to maintain and expand a CBD business enterprise architecture and as a framework for identifying requirements and developing and sustaining supporting information systems in accordance with all applicable OMB and DoD standards. Standards of performance are delineated at Attachment 1 in the Quality Assurance Surveillance Plan (QASP).

**1.1 Background.** The JPEO-CBD reports to the Army Acquisition Executive (AAE), serves as the Chemical and Biological Defense Program Material Developer, and oversees life cycle acquisition management for assigned system acquisition programs within the CBD Program. The JPEO-CBD provides centralized program management and Joint Service acquisition program integration for all assigned chemical and biological defense programs. Following are selected, key responsibilities of the JPEO-CBD:

- Serves as the CBDP Milestone Decision Authority for delegated programs;
- Develops and approves program and acquisition strategies;
- Provides the planning guidance, direction, control, and support necessary to ensure systems are developed in accordance with DoD acquisition guidance and within best business practices;
- Oversees the development, coordination, and commitment to an acquisition program baseline and ensures immediate reporting of all imminent and actual breaches of approved baselines;
- Prepares required input to POM, Budget Estimate Submission, President’s Budget, and other required documentation, and supports development of the annual Research, Development and Acquisition (RDA) Plan in coordination with DTRA S&T Manager and the Program Analysis and Integration Office;

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<sup>1</sup> This effort will include both NIPRNet and SIPRNet hosted web pages.

- Prepares the Joint Logistics Support Plan for medical and non-medical programs for which JPEO-CBD maintains Life Cycle Management;
- Establishes Technology Readiness Levels (TRLs) and conducts reviews to identify opportunities for transition of chemical and biological S&T programs to acquisition in conjunction with DTRA;
- Develops and approves Test and Evaluation Master Plans (TEMP) for assigned programs; and
- Provides technical and functional integration across assigned medical and non-medical programs.

The Knowledge Management Directorate within the JPEO-CBD is responsible for ensuring the JPEO-CBD and its partners have access to the information systems and processes that support those responsibilities. This requires analyzing and documenting business processes; providing support for existing computer based systems; and planning, acquiring and sustaining future solutions<sup>2</sup>.

**2.0 General Requirements.** The Contractor shall provide continuous support to the JPEO-CBD KM requirements consistent with the percentage of activities identified:

Activity – Anticipated Percentage		Para	Metric
• Analysis & Implementation of Enterprise Architecture	35 %	2.1.1	
• IT Systems Support, Training, and Maintenance	60 %	2.1.2	Ref: QASP
• Management & Administration	5%	2.1.3	

The percentage of work associated with each of these task activities may vary slightly by program precedent and volume throughout the performance period. The Contractor is responsible for providing suitable technical and analytical expertise to support ongoing responsibilities delineated by activity, as well as variances in the scope of activities. The Contractor shall appoint a technical manager to act as both coordinator of task activities and to serve as the overall expert for successful completion of this task initiative. Administrative support shall be provided as required on a matrix basis.

Individuals employed in this effort must have a background in the technical skills required to support their particular component of the effort and possess a SECRET security clearance (interim level clearance will be accepted). Analysts must possess a basic knowledge of DoD acquisition processes and, in addition to these general requirements, one individual must have a background that includes DoD logistics support functions.

## 2.1 Specific Requirements

<sup>2</sup> Application software and host IT systems will not be procured under this service effort. However, the Contractor may be required to finalize requirements, identify application solutions, and to assist with any follow-on IT procurement action concurrent with this effort.

2.1.1 Maintain and Expand the JPEO-CBD Business Enterprise Architecture (BEA). The JPEO KM office has been tasked with developing an BEA based approach to managing the organization's information systems, both current and future. This includes EA artifacts that comply with the published DoD and Federal Enterprise Architecture Frameworks, including (but not limited to) performing necessary analysis and developing the documentation for EA governance procedures; program management planning and execution; business process modeling documentation; inventory of current systems and processes: performing gap analysis; and generating a sequencing plan. Developing the business process documentation requires process modeling, process improvement, and documenting resulting efficient processes. Within this framework are requirements to quantify program attributes so as to support course of action (COA) selection employing structured decision-support techniques (e.g., data analysis methods, simulation) and developing quantifiable business cases. The Contractor is responsible for supporting this effort by assessing the current JPEO architecture baseline, considering both technical and programmatic elements affecting operational efficiency and supportability. This includes implementing a data collection framework and providing analysis of findings that provide the KM office with a basis for developing rational, empirical COA recommendations, and a Return on Investment (ROI) assessment. Critical facets of this support include establishing a strategy for data collection that considers JPEO-centric requirements, as well as those of the larger Army and OSD enterprise, ensures accurate development of cost projections and ROI measures, and implementation of a decision support framework that allows for "what if" scenario development and quantification of results (cost, risk) at both the JPEO and office levels. Integral to the effort is maintaining and expanding the JPEO-CBD BEA integrated data model. The Contractor may also be asked to evaluate current software support and make recommendations for adding/changing support in accordance with the EA.

2.1.2 IT Systems Support, Training, and Maintenance. The JPEO-CBD KM Director is responsible for the JPEO-CBD corporate knowledge management system. In the initial phase of the contract this will include supporting sustainment operations for JPEO-CBD Integrated Data Environment (IDE); a web-based system developed with Open Text LiveLink® software. Support for the IDE includes system administration, help desk, and assisting users in employing system functions. The information on the IDE is being migrated to a new web based system; the JPEO-CBD Knowledge Center (KC) which is based on IBM Lotus Notes software. Support on this contract includes migrating information between the systems and, working with the results of the BEA effort, using the system and its capabilities to support various user processes, and developing and offering training in various aspects of using the system. This contract does not include system administration for the KC. Effort also includes maintaining and improving existing web pages (both public access and restricted) including improving site formats and information availability, and ensuring compliance with Army and DOD standards for site hosting. Contractor is required to support the development and enforcement of content management standards and guidelines. Contractor may be required to research requirements and assist users in gaining access to financial, human resource, training, and security systems operated by other government agencies and to provide tier 1 help desk support for JPEO-CBD business systems. Using the JPEO-CBD BEA data model, contractor may be required to establish procedures for electronic transfer of data between various JPEO-CBD systems and various OSD, Army, and DoD systems. Additionally, contractor will provide staff to assist in the use of various electronic meeting support capabilities including VTC, web meeting, teleconference, and the use of ThinkTank collaboration software. The Contractor is responsible for supporting this effort with a comprehensive support capability that ensures systems support requirements are

accomplished in accordance with the provisions of the QASP, provides for a flexible capability to support end-user training and “help desk” requirements in an economical fashion, and institutes a program for regular updates to CDB sponsored web pages and related links.

**2.1.3 Management & Administration.** The JPEO-CBD KM Director is responsible for establishing a cohesive management framework that ensures the objectives of the EA effort and its ancillary requirements are executed within program constraints. This includes establishing a cohesive management organization and support framework to execute management of business and technical attributes of program initiatives, oversight of prime vendor performance (e.g., progress, investment), and coordinating actions among IPTs and other participating activities. Supporting actions include development of task order work packages; WBS management; management of project schedules and deliverables; office and administrative support; and coordination of Contractor resources to execute defined objectives. The Contractor is responsible for supporting an effective technical management program by ensuring the quality of technical products supports scheduled milestones, providing effective staffing and resource utilization coincident with program objectives, and managing resources to accommodate priorities of work. Additionally, the Contractor is responsible for supporting an effective business management strategy that provides the ability to develop sound business and investment solutions, as well as to maintain the process mechanics necessary to support efficient financial operations support within the program office

**3.0 Facilities, ODCs and Travel Requirements.** The government estimates that 90% of this task effort will be performed on-site at the JPEO CBD offices at Skyline 2, Falls Church, VA. However, this task order will require the Contractor to provide facilities for meetings and IPTs (e.g., 10-25 personnel), as well as a suitable infrastructure to manage program requirements (document library, databases, web site) throughout the course of performance to support the scope of activities. The Government expects that computers, cellular phones, and other elements of facilitation are included in the GSA rates. Further, if specific models, applications, computer time, etc. are to be included as ODC items, these items must be identified in the Contractor's proposal at the time of submission. Local travel is authorized (e.g., JTR rates) and travel to operational sites (principally CONUS) may be required.

## Attachment 1

### QUALITY ASSURANCE SURVEILLANCE PLAN

**1. Objective.** This Quality Assurance Surveillance Plan (QASP) serves as the principal basis for assessing overall performance quality associated with the JPEO CBD effort. This document will be used by the Government to assess the effectiveness of the Contractor's management and technical services. This QASP provides the methodology by which the Contractor's performance will be monitored to determine compliance with established performance objectives and to establish performance benchmarks that ensure a quantifiable basis for measuring effectiveness. The plan is designed so that surveillance is limited to that which is necessary to verify the Contractor is performing management and technical services satisfactorily and relates directly to performance objectives of the performance objectives delineated in the SOW.

**2. Government Surveillance.** The JPEO CBD KM Director will identify an individual to function as the Technical Representative for this task, and her/his authority will be limited to administering specific technical aspects of the contract. The Technical Representative will not provide direction that is outside the scope of responsibilities delineated under this task order. The designated individual will:

- Maintain a detailed knowledge of the technical requirements of the contract;
- Document Contractor performance in accordance with the QASP;
- Identify and immediately forward notifications of deficient, or non-compliant performance to the Contracting Officer;
- Approve priorities of support, resources, and associated schedules.

**3. Surveillance Methods.** Surveillance of Contractor performance is the method used by the Government to determine whether the contractor is effectively and efficiently complying with all terms and conditions of the task order. In addition to statistical analysis, the functional expertise of the Technical Representative plays a critical role in adequately evaluating contractor performance. The below listed methods of surveillance shall be used in the administration of this QASP. The PRS contains the performance objectives that are being measured.

Demonstration - A qualification method that is carried out by operation and relies on observable functional operation. It does not require the use of instrumentation or special test equipment;

Analysis. A qualification method that is carried out by examining and assessing the application of techniques in order to determine if they are appropriate and sufficient. The quality of performance can be determined from government or contractor task-based or Management Information System (MIS) reports, contractor ISO 9000 techniques and procedures, or from government observation of completed tasks. In some instances, reports may be available in the form of information on a contractor's performance against contract requirements. Reports generally provide information regarding various characteristics of tasks and can, therefore, be used to determine acceptability of a contractor's performance.

Inspections: A qualitative inspections can be accomplished through one of the following techniques

- Random or Stratified Sampling: With random sampling, services are sampled to determine if the level of performance is acceptable. Random sampling works best when the number of instances of the services being performed is very large and a statistically valid sample can be obtained. Stratified sampling focuses on selected parts of total contractor output for sampling. Computer programs may be available to assist in establishing sampling procedures.
- Periodic Inspection, Judgmental Inspection or Planned Sampling: This method, sometimes called "planned sampling," consists of the evaluation of tasks selected on other than a 100% or random basis.

**4. Performance Requirements.** The performance requirements set forth in this section correspond to the SOW paragraphs delineated in the table. Enclosure (1) of this document provides standards for performance for specific requirements:

Analysis & Implementation of Business Enterprise Architecture (BEA). The Contractor will be evaluated on the effectiveness of their technical analysis, documentation, and ability to successfully support and enhance the JPEO-CBD BEA artifacts including the BEA aspects of the JPEO-CBD integrated data model.

IT Systems Support, Training, and Maintenance. The Contractor will be evaluated on the overall effectiveness of their training, maintenance, and development of JPEO web pages, applications, and related IT efforts.

Management & Administration. The Contractor will be evaluated on the quality of their overall technical management strategy, ability to preclude, or resolve issues, and effectiveness of their use of resources to meet planning goals and schedules.

#### Enclosure 1

#### PERFORMANCE REQUIREMENTS SURVEY (PRS)

Performance Objective	SOW	Performance Standard	Quality Level <sup>3</sup>	Method of Surveillance
Analysis & Implementation of Business Enterprise Architecture	2.1.1	Acceptable performance has been met when the JPEO BEA technical analysis and artifacts have been accepted by the Government as effectively supporting program goals.	Excellent Acceptable Poor	Analysis Demonstration
IT Systems Support, Training, and Maintenance	2.1.2	Acceptable performance has been met when the Contractors methodologies, schedules, and quality standards have been accepted by the Government. This is inclusive of quality provisions for each of the previous WBS elements,	Excellent Acceptable Poor	Inspection Demonstration

<sup>3</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first option period, a contractor must receive a rating of .85 or greater. To qualify for a second option period, a contractor must receive an rating of .95 or greater.

<b>Performance Objective</b>	<b>SOW</b>	<b>Performance Standard</b>	<b>Quality Level<sup>3</sup></b>	<b>Method of Surveillance</b>
		effective reporting, and methods for ensuring immediate resolution of anomalies.		
Technical Management & Administration	2.1.3	Acceptable performance has been met when the Contractors methodologies, schedules, and quality standards have been accepted by the Government. This is inclusive of quality provisions for each of the previous WBS elements, effective reporting, and methods for ensuring immediate resolution of anomalies.	Excellent Acceptable Poor	Inspection Demonstration

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES	
			J	1	2
2. AMENDMENT/MODIFICATION NO. 02	3. EFFECTIVE DATE 21-Aug-2008	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)	
6. ISSUED BY MARCORSYSCOM 2200 LESTER STREET QUANTICO VA 22134-6050	CODE M67854	7. ADMINISTERED BY (If other than item 6)		CODE	
		<b>See Item 6</b>			
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) BATELLE MEMORIAL INSTITUTE ELAINE MOEHRING 505 KING AVENUE COLUMBUS OH 43201-2696			9A. AMENDMENT OF SOLICITATION NO.		
			9B. DATED (SEE ITEM 11)		
			X	10A. MOD. OF CONTRACT/ORDER NO. M67854-02-A-9003-0012	
			X	10B. DATED (SEE ITEM 13) 23-Apr-2008	
CODE 79986	FACILITY CODE				
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer 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 _____ copies 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 ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required)					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
X	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:					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> 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.) Modification Control Number: washington084014 The purpose of this modification is to correct the line of accounting. Change the line of accounting from: 97 8 0300 2601 8 5Y 5Y00 30810000000 2516 12Y JYD MIPR8GDA T00066 YJYD12 044008 to 97 8 0300 2601 8 5Y 5Y00 30810000000 2512 12Y JYD MIPR8GDA T00066 YJYD12 044008					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
			VICKI L. WHITEMAN / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: vicki.whiteman@usmc.mil		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA		16C. DATE SIGNED
_____ (Signature of person authorized to sign)			BY  (Signature of Contracting Officer)		25-Aug-2008

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**SUMMARY OF CHANGES**

(End of Summary of Changes)

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE J	PAGE OF PAGES 1   4
2. AMENDMENT/MODIFICATION NO. 01	3. EFFECTIVE DATE 30-Apr-2008	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY MARCORSYSCOM 2200 LESTER STREET QUANTICO VA 22134-6050	CODE M67854	7. ADMINISTERED BY (If other than item 6) <b>See Item 6</b>		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) BATELLE MEMORIAL INSTITUTE ELAINE MOEHRING 505 KING AVENUE COLUMBUS OH 43201-2696		9A. AMENDMENT OF SOLICITATION NO.		
		9B. DATED (SEE ITEM 11)		
		X 10A. MOD. OF CONTRACT/ORDER NO. M67854-02-A-9003-0012		
		X 10B. DATED (SEE ITEM 13) 23-Apr-2008		
CODE 79986	FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer 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 _____ copies 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 ACKNOWLEDGMENT 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) <b>See Schedule</b>				
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.				
X 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:				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> 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.) Modification Control Number: washingt082625 The purpose of this modification is to correct the line of accounting.				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) VICKI L. WHITEMAN / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: vicki.whiteman@usmc.mil		
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY  (Signature of Contracting Officer)	16C. DATE SIGNED 05-May-2008	

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**SUMMARY OF CHANGES**

SECTION SF 1449 - CONTINUATION SHEET

SUPPLIES OR SERVICES AND PRICES

SUBCLIN 0001AA

The pricing detail quantity has decreased by 2,113,989.00 from 2,113,989.00 to 0.00.  
 The total cost of this line item has decreased by \$2,113,989.00 from \$2,113,989.00 to \$0.00.

SUBCLIN 0002AA

The pricing detail quantity has decreased by 106,011.00 from 106,011.00 to 0.00.  
 The total cost of this line item has decreased by \$106,011.00 from \$106,011.00 to \$0.00.

SUBCLIN 0001AB is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB		2,113,989	Each	\$1.00	\$2,113,989.00
	ACRN CU MIPR8GDAT00066				
	FFP				
	FOB: Destination				
				NET AMT	\$2,113,989.00
	ACRN CU				
	CIN: MIPR8GDAT000660001AB				
					\$2,113,989.00

SUBCLIN 0002AB is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002AB	ACRN CU MIPR8GDAT00066 FFP FOB: Destination	106,011	Each	\$1.00	\$106,011.00
					NET AMT
					\$106,011.00
ACRN CU CIN: MIPR8GDAT000660002AB					\$106,011.00

## ACCOUNTING AND APPROPRIATION

## Summary for the Payment Office

## SUBCLIN 0001AA:

CT: 97 8 0300 2601 8 5Y 5Y00 3081000000 2516 12YJXD MIPR8GDAT00066 YJYD12 04408 (CIN MIPR8GDAT000660001AA) was decreased by \$2,113,989.00 from \$2,113,989.00 to \$0.00

## SUBCLIN 0001AB:

Funding on SUBCLIN 0001AB is initiated as follows:

ACRN: CU

CIN: MIPR8GDAT000660001AB

Acctng Data: 97 8 0300 2601 8 5Y 5Y00 3081000000 2516 12YJYD MIPR8GDAT00066 YJYD12 044008

Increase: \$2,113,989.00

Total: \$2,113,989.00

## SUBCLIN 0002AA:

CT: 97 8 0300 2601 8 5Y 5Y00 3081000000 2516 12YJXD MIPR8GDAT00066 YJYD12 04408 (CIN MIPR8GDAT000660002AA) was decreased by \$106,011.00 from \$106,011.00 to \$0.00

## SUBCLIN 0002AB:

Funding on SUBCLIN 0002AB is initiated as follows:

ACRN: CU

CIN: MIPR8GDAT000660002AB

Acctng Data: 97 8 0300 2601 8 5Y 5Y00 3081000000 2516 12YJYD MIPR8GDAT00066 YJYD12 044008

Increase: \$106,011.00

Total: \$106,011.00

INSPECTION AND ACCEPTANCE

The following Acceptance/Inspection Schedule was added for SUBCLIN 0001AB:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 0002AB:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

(End of Summary of Changes)

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE J	PAGE OF PAGES 1   2
2. AMENDMENT/MODIFICATION NO. 03	3. EFFECTIVE DATE 11-Dec-2008	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY MARCORSYSCOM 2200 LESTER STREET QUANTICO VA 22134-6050	CODE M67854	7. ADMINISTERED BY (If other than item 6) <b>See Item 6</b>		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) BATTELLE MEMORIAL INSTITUTE ELAINE MOEHRING 505 KING AVENUE COLUMBUS OH 43201-2696		9A. AMENDMENT OF SOLICITATION NO.		
		9B. DATED (SEE ITEM 11)		
		X 10A. MOD. OF CONTRACT/ORDER NO. M67854-02-A-9003-0012		
		X 10B. DATED (SEE ITEM 13) 23-Apr-2008		
CODE 79986	FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer 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 _____ copies 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 ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
X 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:				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> 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.) Modification Control Number: washington09767 The purpose of this modification is to cancel Mod 02 to this task order.				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) VICKI L. WHITEMAN / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: vicki.whiteman@usmc.mil		
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY  (Signature of Contracting Officer)	16C. DATE SIGNED 16-Dec-2008	

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**SUMMARY OF CHANGES**

(End of Summary of Changes)