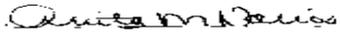


<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER M9545006RC46372		PAGE 1 OF 24	
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 28-Sep-2006		4. ORDER NUMBER 0038		5. SOLICITATION NUMBER	
7. FOR SOLICITATION 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: 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 EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008		CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input 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>\$10,330,955.40</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 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 EG&G Proposal <input checked="" type="checkbox"/> OFFER DATED <u>21-Sep-2006</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		
					28-Sep-2006		
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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
--	--------------------	---------------------------------	--	------------------

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 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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	Monthly Labor Report FFP Monthly Labor Report for Pm Engineers shall be performed in accordance with the attached Statement of Work and the contractor's proposal dated 21 September 2006. FOB: Destination				
				NET AMT	\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN GG - M9545006RC46372 FFP FOB: Destination MILSTRIP: M9545006RC46372 PURCHASE REQUEST NUMBER: M9545006RC46372	3,804,493.60	Each	\$1.00	\$3,804,493.60
				NET AMT	\$3,804,493.60
	ACRN GG CIN: M9545006RC463720001AA				\$3,804,493.60

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB		5,587,769.40	Each	\$1.00	\$5,587,769.40

Labor - Incrementally Funded  
FFP

See Limitation of Government Obligation Clause, Section Two.  
FOB: Destination

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NET AMT	\$5,587,769.40
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002					

Travel/ODCs  
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		800,000	Each	\$1.00	\$800,000.00

ACRN GG - M9545006RC46372  
FFP  
FOB: Destination  
MILSTRIP: M9545006RC46372  
PURCHASE REQUEST NUMBER: M9545006RC46372

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NET AMT	\$800,000.00
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ACRN GG	\$800,000.00
CIN: M9545006RC463720002AA	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003	Deployed Labor FFP				
	<p>This CLIN structure is different than our usual RFQ. CLIN 0003 is for T&amp;M supporting contingencies on a Not To Exceed (NTE) basis. For contingencies, this provides for an additional four (4) hours per day per individual in addition to the FFP labor CLIN (0001) rate basis, which assumes a conventional 8-hour workday (e.g., 12-hrs total). [This labor figure is computed based upon 360*12=4320-hrs. total time. Deduct the fixed manyear of 1860-hrs.=2460-hrs. under the T&amp;M CLIN. Divide the remainder across 12-mos.=205-hrs./month*hourly rate.] Contingency Ops also includes additional allowances predicated upon the situation (e.g., hazardous duty pay, DBA reimbursement, and daily field per diem). The total amount proposed by the Offeror, plus the forecast T&amp;M amount in the IGCE, constitutes the total ceiling price for the order. Attachment 2 provides planning information for contingencies and identifies other allowable costs.</p>				
	<p>FOB: Destination</p>				

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NET AMT \$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003AA	ACRN GG - M9545006RC46372	2,508	Each	\$55.30	\$138,692.40
	<p>T&amp;M  FOB: Destination  MILSTRIP: M9545006RC46372  PURCHASE REQUEST NUMBER: M9545006RC46372</p>				
				TOT ESTIMATED PRICE	\$138,692.40
				CEILING PRICE	
	ACRN GG				\$138,692.40
	<p>CIN: M9545006RC463720003AA</p>				

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 29-SEP-2006 TO 28-SEP-2007	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0001AB	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
0003	POP 29-SEP-2006 TO 28-SEP-2007	N/A	N/A FOB: Destination	
0003AA	N/A	N/A	N/A	N/A

## ACCOUNTING AND APPROPRIATION DATA

GG: 17411096462 310 67854 067443 2D 646203  
COST CODE: 00006RC46372  
AMOUNT: \$4,743,186.00  
CIN M9545006RC463720001AA: \$3,804,493.60  
CIN M9545006RC463720002AA: \$800,000.00  
CIN M9545006RC463720003AA: \$138,692.40

## AWARD TERMS AND CONDITIONS

### SECTION TWO

- 1. Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order **0038** 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.)
- 2. 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
GG	3804493.60	800000.00	138692.40	\$4,743,186.00
Total	\$3,804,493.60	\$800,000.00	\$138,692.40	\$4,743,186.00

The total amount of funding available for payment under this task order is: **\$4,743,186.00**.

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 under this order is:

**Kathy Embrey    703.432.3741**  
[kathy.embrey@usmc.mil](mailto:kathy.embrey@usmc.mil)

Inspection and Acceptance of contract deliverables are the responsibility of the project officer or his or her duly authorized representative(s). Moreover, the Project Officer serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues. However, only the Contracting Officer has the authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements. In the event the contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and any cost relating thereto, shall be borne by the contractor.

**6. INVOICES:**

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2003)", 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 Ashcraft 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.ashcraft\\_ctr@usmc.mil](mailto:kristin.ashcraft_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: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

Contract Number: M67854-02-A-9011

Task Order Number: 0038

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

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>	<b>CLIN 0003</b>	
10/29/2006	782689.0	Hours	Rate
11/29/2006	782689.0	2,508.00	\$ 55.30
12/29/2006	782689.0		
01/29/2007	782689.0		
02/28/2007	782689.0		
03/30/2007	782689.0		
04/29/2007	782689.0		
05/30/2007	782689.0		
06/29/2007	782689.0		
07/30/2007	782689.0		
08/29/2007	782689.0		
09/29/2007	782684.0		
Total	\$9,392,263.00		
		per hour	\$ 138,692.40

**7. DELIVERY DESTINATION:**

CG MCSC ATTN: Kathy Embrey  
2200 LESTER ST  
QUANTICO, VA 22134

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

**9. FACILITIES REQUIREMENTS – Reference SOW paragraph 3.0.**

**10. PERIOD OF PERFORMANCE -** The period of performance for this effort is 12 months beginning **29 September 2006**. There are no award term options remaining on this task Order.

**11. DFAR 252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (MAY 2006) - ALTERNATE I (MAY 2006)**

(a) Contract line item **0001** is incrementally funded. The sum of **\$3,804,493.60** is presently available for payment and allotted to this contract. An allotment schedule is contained in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "Termination for Convenience of the Government." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.

(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract	\$4,743,186.00
NTE 12/30/2006	\$ 891,637.40
NTE 03/30/2007	\$2,348,066.00
NTE 06/30/2007	\$2,348,066.00

(End of clause)

## **SECTION THREE**

### **STATEMENT OF WORK FOR PM ENGINEERS ANNUAL SUPPORT**

#### **Acquisition, Logistics & Administration**

**1.0 Scope.** The scope of this effort is to provide on-going technical, analytical, logistics and warranty support for PM Engineer Systems (PM/ES) in the areas of Mobility and Countermobility (MCM), Construction and Material Handling Equipment, Engineer Support Equipment, and Lifecycle Support. On-site liaison personnel will continue to be required at Camp Lejeune, NC, Camp Pendleton, CA, Camp Butler, Okinawa, Japan, and at Marine Corps Logistics Base, Albany, GA (LOGCOM) to support Global War on Terrorism (GWOT), warranty, fielding support, and to provide subject matter expertise (SME). Critical FY07 requirements include the PM/ES responsibility for the Joint Assault Bridge (JAB) and the Assault Breacher Vehicle (ABV) programs, currently designated as ACAT III, Marine Corps' programs. Each will continue to require significant acquisition, systems engineering, logistics, and test management support. Major activities for the ABV include, a Field Users Test and Evaluation (FUT&E), Initial Operation Test and Evaluation (IOT&E), Full Rate Production (FRP) Decision, and Fielding Decision. Major activities for the JAB include a Design Readiness Review, Pre-Production Qualification Testing (PPQT), a MS/C Low Rate Initial Production (LRIP) Decision, fabrication of JAB-2, and start of Production Qualification Testing (PQT). Additional PM/ES FY07 requirements include acquisition, logistical and analytical support for the complete portfolio of equipment, and more specifically for the Ground Expeditionary Refueling System (GERS), Bridge Erection Boats (BEB), Family of Tactical Bridging (FTB), Rough Terrain Cargo Handler (RTCH), All Terrain Crane (ATC), Medium Crawler Tractor (MCT), Tractor Rubber Tired (TRAM), Engineer Equipment Trailer (EET), Family of Tactical Fuel Systems (TFS), Family of Water Supply Support Equipment (WSSE), Tactical Water Purification System (TWPS), Family of Engineer Construction Tool Kits (FECTK), Dust Abatement, Airfield Damage Repair (ADR), Family of Explosive Ordnance Disposal (FEOD), CIED Light Weight Rollers, and supplemental funding requirements.

Emerging requirements and initiatives, such as Universal Need Statements (UNS) (e.g. Mine Rollers) and/or technology transfers from ONR and SBIR will require short notice support. Business and analytical support is required across the program office to support assessments of future engineering requirements, business and investment analysis, and course of action (e.g., procurement) decisions.

**1.1 Background.** PM/ES is responsible for all technical and business requirements associated with current and future USMC engineer systems and related programs. This includes the research and development, testing, procurement and fielding of combat capabilities, as well as sustainment/modernization of legacy assets. During FY07, several PM/ES programs, including the ABV, JAB, BEB, ATC, TRAM, ADR, MCT, and EET will undergo milestone decisions, conduct operational product evaluations, and be fielded. The ABV and JAB will continue to require intensive systems engineering, logistics and test management support. FY07 programs, and planned FY08 new start programs will require significant acquisition documentation to support planned program initiation, procurement and fielding decisions. Programs affected by Supplemental Funding will require a significant amount of technical and business support in connection with commercial product selection and procurement decisions. For FY07, PM/ES continues fielding the RTCH, BHL, EET, ADR, Dust Abatement, TWPS, and will begin fielding

FECTK, BEB, and ABV. Production and sustainment planning and implementation are critical. PM/ES is also responsible for all technical and business requirements associated with both current and future USMC engineer systems and related programs. This includes both procurement and fielding of combat capabilities, as well as sustainment/modernization of existing assets and phase in phase out planning.

**2.0 General Requirements.** The Contractor shall provide continuous support for Engineer Systems initiatives as generally aligned with the percentage effort stipulated:

Activity – Anticipated Percentage	Para	Metric
Systems Engineering / Business & Technical Analysis	35%	2.1.1
Sustainment & Logistics / Acquisition & Business Analysis	35%	2.1.2
On-site Liaison & Warranty Support	15%	2.1.3
Technical Management & Administration	15%	2.1.4

The scope of work associated with each of these task activities will vary by program precedent and volume throughout the performance period, although not substantially. The Contractor is responsible for providing suitable technical, analytical and acquisition expertise to support ongoing responsibilities delineated by activity, as well as variances in the scope of activities. The Contractor shall also 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 and financial management support shall be provided as required on a matrix basis.

## 2.1 Specific Requirements.

2.1.1. Systems Engineering / Technical Analysis. PM/ES is responsible for multiple combat engineering programs and initiatives. Within this framework, technical assessment of product solutions and supportability impacts, commercial product analysis, test strategies, Information Support Plans (ISP), and overall logistics must be considered as complementary elements. Selected alternatives and program strategies must be vetted through a formal IPT process that emphasizes suitability for use (e.g., safety, environmental), validation of test results, and comprehensive acquisition documentation commensurate with ACAT-levels. Both the ABV and the JAB will require significant systems integration, engineering management and engineering support. It is anticipated the ABV program will obtain a FRP decision during the 2<sup>nd</sup> Quarter FY07. The ABV is under formal design configuration management. A JAB MS/C LRIP decision is anticipated during the late 2<sup>nd</sup> Quarter FY07. The establishment of a formal configuration management of the JAB is scheduled for early FY07. It is anticipated that significant effort to support the design and drawing effort for both programs in connection with changes resulting from testing and planned program upgrades (i.e., Milwaukee School of Engineering's hydraulic design change proposals affecting current ABV and JAB-1 design configuration). Numerous tests, to include FUT&E, PPQT, PQT and IOT&E, will occur during this period. The Contractor is responsible for supporting these programs and activities with expert knowledge of USMC concepts of employment; technical and business expertise concerning commercial products, test strategies and methods of collection; and comprehensive program and technical planning. The contractor will support the programs and activities described above in the following areas:

*2.1.1.1 Engineering and Test Support.* Key Contractor support activities include providing senior engineering management support to assist in the development and implementation of the system engineering, engineering design, and technical analysis process. Additional requirements

include developing test plans; and providing data collection, analysis, and decision support. This includes supporting the Anniston Army Depot (ANAD) in the identification and resolution of ABV and JAB fabrication and production design issues (e.g. Level II Technical Drawing Package (TDP), Configuration Management). Other key aspects of support include developing and maintaining a GFE tracking database in support of the ABV and JAB fabrication and production schedules.

*2.1.1.2 Technical Analysis and Documentation Support.* The contractor is required to support the program documentation related to safety, environmental, technical, logistics and acquisition milestones. This includes providing interface with operational and logistics support units to support program objectives.

*2.1.2 Sustainment & Logistics / Acquisition & Business Analysis.* PM/ES is responsible for planning, coordinating, and executing a comprehensive support program for USMC engineer systems acquisition programs and fielded assets. Critical initiatives during this period will focus on mitigation of obsolescence impacts, business case analysis for investment in enhancements, and related issues (e.g., cost, technical, schedule) affecting decisions to extend service life or pursue other product solutions. Within this framework are requirements for the management, coordination, and conduct of new equipment training, fielding support, commercial supply chain assessments, warranty services, MarFor liaison, and IPT participation. Increased support for cost management, acquisition analysis and documentation and reporting will be required for all programs. Updates to the ABV and JAB LCCEs will be required to support FRP and MS/C LRIP decisions. Development of acquisition documentation for the FY08 new starts will be required. PM/ES is responsible for comprehensive technical manual analysis and support for legacy systems as well as those scheduled for introduction and production. Technical Manual development and maintenance is provided via a separate PMES contractual mechanism. Logistics and sustainment planning, support and execution are crucial for all the PM/ES programs. The ABV and JAB programs will require extensive planning and execution across all elements of logistics to support the ABV FRP and fielding and the JAB MS/C LRIP. The contractor will support these program and activities in the following areas:

*2.1.2.1 Acquisition Management and Business Analysis.* Provide appropriate technical expertise, to include comprehensive knowledge of innovative acquisition practices, transition activities, and market analysis. Provide a comprehensive business analysis capability to support course of action determinations, investment and spend decisions, and to provide recommendations to PM/ES staff regarding risk/benefits of those actions. Provide a capability to support sound business analysis of logistics issues affecting investment/sustainment decisions, Develop and staff associated acquisition and business documentation (e.g. MCSAMP, LCCEs, BCAs) as required to support the program activities described above.

*2.1.2.2 Logistics Management Support.* Assist in the development of logistics support plans required for production and fielding decisions, and key milestone events. This includes providing liaison support for various stakeholders (OEMs, OPFORS) to ensure parts provisioning is accomplished. Additional logistics support activities includes providing manpower analysis and Training Support for the ABV and JAB. This includes providing training and lesson plans to support implementation of ABV training at formal schools. Additional support requirements include develop lesson plans to support the JAB Limited Users Evaluation scheduled for 1<sup>st</sup> Quarter FY08.

**2.1.3 On-Site Liaison & Warranty Support.** The GTES PM/ES group provides warranty management support and serves as the interface between MCSC, LOGCOM, and Marine Operating Forces the prime vendors for warranty-related actions. PM/ES will continue to provide on-site coordination at each of the MEF's to support liaison activities (e.g., new equipment introduction), warranty coordination, issue resolution and reporting, and to provide support for deployments and field operations. Additionally, on-site field engineering support and liaison for Bridge Boats will continue at 8<sup>th</sup> Engineers, Camp Lejeune, NC. The Contractor shall support this effort by providing field-engineering services in support of Bridge Boat fielding. Additionally the Contractor is responsible for maintaining post-production and deployment support to the operating forces; establishing a warranty support program consistent with policies established by PM/ES and effecting on-site execution<sup>1</sup>. Ancillary requirements include collecting and analyzing data, and providing appropriate reports to support determination of the cost-effectiveness of warranty programs. Government furnished equipment (GFE) and suitable workspaces will be provided and maintained throughout the duration of the requirement.

**2.1.4 Technical Management & Administration.** PM/ES is responsible for establishing a cohesive technical management framework that ensures PM/ES requirements are executed within program constraints. This includes compliance with ACAT-level oversight guidance, documentation and preparation for program reviews, business planning and technical analysis, coordination of logistics and ancillary support requirements and oversight of prime vendor performance (e.g., progress, investment) as well as ensuring performance consistent with the provisions of the QASP. The Contractor is responsible for supporting the overall effectiveness of the technical management program, providing expert assistance associated with critical path performance, and providing expert advisory assistance to program staff. The Contractor is responsible for establishing a suitable performance schedule, identifying and coordinating deliverables associated with their analytical approach, ensuring the quality of draft and final products, and maintaining a viable resource pool (e.g., qualified staff). Additionally, the Contractor shall develop for formal process for reporting performance, ensuring progress of task actions, interfacing with Government customers (e.g., memoranda, reports, supporting documentation, WBS compliance, invoicing procedures), and executing in accordance with quality assurance provisions. Specific responsibilities between the Government and Contractor, as well as a final schedule of activities and deliverables shall be coordinated within five (5) days of task order award, reviewed quarterly, and modified only through bilateral agreement.

**3.0 Facilities, Travel, and ODCs.** PM/ES will require the Contractor to provide facilities for meetings and IPTs (e.g., 20-40 personnel), as well as a suitable infrastructure to manage program requirements (e.g., computers, telecommunications, cellular phone service, document storage, database management, etc.) throughout the course of performance to support the scope of activities. Such facilities are not reimbursed as ODCs and any ancillary charges must be identified in the proposal at the time of submission. Access to Government buildings will be granted for support staff and network accounts established. On-site support activities at the MEFS will not require the Contractor to establish a separate, local presence. Local travel is authorized and travel outside the local region is anticipated and will include both CONUS and OCONUS. Travel will be reimbursed in accordance with the Joint Travel Regulations. Personnel stationed overseas in support of this task will be eligible for "as available" services pursuant to

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<sup>1</sup> Personnel serving as on-site coordinators must be qualified to travel and deploy with the operating forces and to act as an SME with respect to engineer equipment covered under CLS warranties. We currently have 8-on site warranty support personnel: 2 at each MEF, one at Camp Lejeune (Bridge Boats) and one at Quantico. Individuals serving with III MEF are required to comply with Status of Forces Agreement (SOFA) provisions in effect for Okinawa, Japan.

their SOFA status and will be eligible for Cost of Living Adjustment (COLA) at the permanent location, in addition to per diem and Defense Base Authorization (DBA) insurance while in a deployed status (e.g., combat zone). Contingency Operations planning guidance is provided in Attachment 2.

## 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 PM/ES task 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 PM/ES will function as the Technical Representative for this task, and her/his authority will be limited to administering specific technical aspects of the task order. The Technical Representative will not provide direction that is outside the scope of responsibilities delineated under this task order and will defer any conditional interpretations to the CEOss Contracting Officer. The Technical Representative 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 and the standards are delineated by WBS element in the Performance Requirements Survey (PRS) table at Enclosure 1:

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:

Systems Engineering and Support / Business and Technical Analysis. The Contractor will be evaluated on the product quality of their systems engineering, and business and technical analysis. This also includes assessment methodology, documentation, and successful close out of operational related issues.

Sustainment and Logistics / Acquisition and Business Analysis / Commercial Assessments. The Contractor will be evaluated on product quality of their sustainment and logistics support, acquisition and business analysis, and commercial assessments. This includes both draft and final products, quality of analytical findings, and presentations.

On-Site Liaison and Warranty Support. The Contractor will be evaluated on quality of their on-site liaison, warranty support and management of logistics issues in support of OPFORS.

Technical Management, & Administration. The Contractor will be evaluated on the quality of their overall technical management strategy; ability to identify and preclude problems, or resolve issues; and effectiveness of their use of resources to meet customer expectations and schedules. This includes the use of corporate quality practices, resolutions of invoice anomalies, WBS compliance, and effectiveness of their overall contract management team.

**Enclosure 1**  
**PERFORMANCE REQUIREMENTS SURVEY (PRS)**

<b>Performance Objective</b>	<b>SOW</b>	<b>Performance Standard</b>	<b>Quality Level <sup>2</sup></b>	<b>Method of Surveillance</b>
Systems Engineering and Support / Business and Technical Analysis	2.1.1	Acceptable performance has been met when the system engineering, business and technical analysis and COA selection process have been accepted by the Government as effectively supporting program goals.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Sustainment and Logistics / Acquisition and Business Analysis/ Commercial Assessments	2.1.2	Acceptable performance has been met when the logistics, acquisition, and business analysis has been completed and been accepted by the Government.	Excellent Acceptable Poor	Inspection Analysis Demonstration
On-Site Liaison and Warranty Support.	2.1.3	Acceptable performance has been met when the on-site liaison and warranty support meets GTES and OPFORS requirements.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Technical Management, & Administration	2.1.4	Acceptable performance has been met when the Contractors quality standards and products consistently product acceptable products using optimal resources, compliant with prescribed schedules.	Excellent Acceptable Poor	Inspection Demonstration

<sup>2</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive an rating of .95 or greater.

## **Attachment 2**

### **Contingency Operations Addendum**

To assist vendors with Contingency Operations (e.g. combat zone) planning, the ACSS is publishing the following guidance along with a checklist of allowable costs (ENCLOSURE 2).

a) The Contractor, in response to formal tasking, will dispatch technical personnel in support of contingency operations directly related to SOW requirements. Contingency operations are defined as operations in response to conditions of political violence, terrorist activity, armed conflict, and insurrection or civil/ military strife. The MCSC ACSS will provide bilateral notification of such contingency operations.

b) When this support is provided, the Contractor shall:

1. Identify personnel who will be deploying and provide all required personnel data to the ACSS;
2. Identify the duration of the deployment period for each individual;
3. Comply with authorized Letters of Instruction (LOI's) and other formal guidance published to support the contingency and deemed applicable by the ACSS;
4. Ensure that any personnel deployed to support contingency operations are medically qualified and fit to endure physical conditions associated with the climate, terrain, and operational environment anticipated for the duration of the duty assignment. The employer shall certify in writing that their assigned personnel are fit and qualified to serve in the assignment and have been briefed on the anticipated conditions;
5. Obtain a quote for Defense Base Act Insurance coverage for the affected employees as required by statute and provide this to the ACSS for final authorization/approval to incur any costs. The Government will NOT pay for any additional personal insurance coverage, i.e. riders.
6. Identify any additional contractor furnished equipment for use on the contract not currently covered by the existing task order;
7. Identify any additional medical/immunization requirements, and, if necessary, reimburse the Government for use of military medical services provided to contractor employees;
8. Incur costs in accordance with the attachment and ensure that they are traceable to the affected employees. Only those charges identified in the attachment are considered allowable and reasonable. Costs may only be incurred by the individual during the valid term of his/her visa;
9. Identify any clothing purchased specifically to support contingency operations, which must be approved by the ACSS. (Prescribed Military Uniforms are allowable ODC)
10. Ensure that any personnel deployed are not in possession of firearms, explosives or other materials deemed as weapons;
11. Identify any transportation requirements anticipated beyond those provided by the Government.

c) When this support is required, the Government shall: :

1. Provide transportation for contractor personnel and baggage to and from the area of operations and transportation within the area of operations, using military transport. If commercial transportation is required, including commercial air or rental car, it will be billable as an ODC. Transportation and travel shall be in accordance with Program Office CINC, CJTF Commander and MAGTF Commander directives and joint travel regulations.
2. Provide necessary equipment anticipated for use in theater (e.g., body armor, helmet, NBC PPE, etc.);
3. Provide Geneva Convention/Identification cards and identification tags (dog tags);
4. Provide full use of the dining facility at any U.S. military installation while in theater;
5. Provide lodging enroute to, from and within the area of operations. Billeting shall be in the field with using units if available. If field billeting is not available, hotel accommodations may be billed as an ODC;
6. Allow the contractor the use of government medical facilities in the area of operations, and provide any immunizations that are not commercially available prior to deployment. Ensure contractor immunizations are the same as Marines in the using unit to which the contractor representative is deploying as directed by the Immunization Travel Guide from the Center for Disease Control and DISREPs. Such use will be in accordance with CINC, CJTF Commander or MAGTF Commander directives. Medical evacuations shall be in accordance with CINC, CJTF Commander and MAGTF Commander directives.

### Deployment Responsibilities Checklist Enclosure 1

The below listed matrix summarizes deployment responsibilities for Contractors and the Government. Mandatory minimum requirements are prerequisites to deployment.

<b>MANDATORY REQUIREMENTS TO DEPLOY</b>		
Item	Contractor provides	Government provides
<b>Medical:</b>		
<b>Immunizations.</b> The contractor must provide documentation to show that they are current in the following:	<b>X</b>	
Hepatitis A	<b>X</b>	
MMR/MR	<b>X</b>	
Polio	<b>X</b>	
Influenza	<b>X</b>	
Typhoid	<b>X</b>	
Yellow Fever	<b>X</b>	
Meningococcal	<b>X</b>	
Anthrax		<b>X</b>
Current Physical Exam	<b>X</b>	
HIV Testing (within 12 months of deployment)	<b>X</b>	
Eye Exam	<b>X</b>	
Hearing Exam.	<b>X</b>	
DNA Sample		<b>X</b>
Tuberculosis Screening (PPD performed within last 12 months)	<b>X</b>	
<b>Dental</b>		
Dental Class I or II	<b>X</b>	
<b>Medical documentation to show above requirements complete and satisfied.</b> [At a minimum, shot card or contractor's format dental and medical certification sheet (not necessarily the individuals medical record)]	<b>X</b>	
<b>Training (Government Conducted)</b>		
NBC/CBE (To include familiarization with personal protective equipment)		<b>X</b>
Country Brief (To include cultural aspects and prohibitions)		<b>X</b>
Medical Brief (Health Risk Communication)		<b>X</b>
Level I Anti-Terrorism		<b>X</b>
UNCLAS Foreign Intelligence		<b>X</b>

Enclosure (1)

Item	Contractor provides	Government provides
<b>Personal Equipment and Effects</b>		
Necessary chemical defensive equipment issue (MOPP Gear, Gas Mask) <b>[Note: Individuals must be able to used standard sizes of equipment issued and grooming requirements for gas mask wear]</b>		<b>X</b>
Personal Clothing and personal safety equipment required to perform statement of work in the in-theater environment <b>[NOTE: Uniform utilities will not be issued. Clothing should not imply contractor is a member of the military or combatant]</b>		
<b>Identification:</b>		
Passport	<b>X</b>	
Visas (as applicable)	<b>X</b>	
Applicable Licenses, Customs Duty (as required)	<b>X</b>	
<b>Identification</b>		
Uniform Services Identification Card (DD form 1173)		<b>X</b>
Geneva Convention Identification Card (DD Form 489)		<b>X</b>
Local Unit (In-theater) Identification Cards		<b>X</b>
Contractor's Company Identification	<b>X</b>	
Country Clearance (As required)		<b>X</b>
<b>Additional Medical and Medical Support:</b>		
Medications as needed (minimum of 90 days supply)	<b>X</b>	
Medical Alert Tag, if required (with replacement)	<b>X</b>	
Current Prescription and eyeglasses if necessary with spares as needed. Includes safety glasses/goggles.	<b>X</b>	
Provide Current Dental Pantograph	<b>X</b>	
<b>Personal Items/Equipment</b>		
Personal Hygiene items	<b>X</b>	
Gas Mask Optical Inserts (if required)		<b>X</b>
Hearing Aid (if required) and spare batteries	<b>X</b>	
Sleeping bag and ISO mat		<b>X</b>
Helmet and Flak vest		<b>X</b>
Canteens, first aid kit, web belt and harness (782 gear)		<b>X</b>

Enclosure (1)

## Enclosure 2

### SCHEDULE OF ALLOWABLE COSTS

No additional profit is allowed on any of the items identified. The identified cost elements are applicable only to those personnel identified in the modification while they are in a deployed status. Deployed status is defined as the legal duration of the individual's visa, or the duration of the work to be performed; whichever completes first. The following costs and the nature of consideration are provided:

Nature of Requirement	Impact to MCSC Task Order	Burden
Travel to Point of Departure	Allowable Cost	G&A
Per Diem while in CONUS	Allowable Cost	G&A
Medical (Physical, Dental, Shots)	Allowable Cost	G&A
Medical – Deployment Area	Covered by Government	None
Identification Cards	Covered by Government	None
Visas, Passports	Allowable Cost	G&A
Per Diem – Deployment Area <sup>3</sup>	\$105/mo. Or \$3.50/day	None
Clothing – Directed Apparel	Allowable Cost	G&A
Additional Tools / Material Work Items <sup>4</sup>	Allowable Cost	G&A
Internet Access / Telephones <sup>5</sup>	Allowable Cost	G&A
Vehicles – Personal Use <sup>6</sup>	Allowable Cost	G&A
International Drivers License	Allowable Cost	G&A
<b>Insurance Charges</b>		
Automobile Insurance – Deployment Area	Allowable Cost	G&A
Life Insurance Riders – Premium Offsets <sup>7</sup>	Not Allowable	None
Defense Base Act Coverage	Allowable Cost	G&A
<b>Pay / Other Incentives</b>		
Standard Pay – Billing Rate NTE 12-hrs/day <sup>8</sup>	Allowable Cost	None
Hostile Fire / Imminent Danger Pay	\$225/mo. Per individual	G&A
Tax Exemption - Foreign Earned Income	See IRS Regulations	None

We have reviewed the basis for the hostile fire/imminent danger pay and will support this allowance for individuals in the area of operations during the duration of time that a valid visa is

<sup>3</sup> Lodging and other incidentals provided by Government / This rate only applies when co-located with OPFORs.

<sup>4</sup> Tools and equipment necessary to perform job functions while in the deployment area.

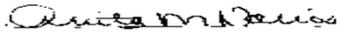
<sup>5</sup> These are allowable charges with the concurrence of the Program Office (these may be substantial).

<sup>6</sup> Vehicle charges are allowable if the vehicle is deemed essential in the performance of the job.

<sup>7</sup> ACSS views this as discretionary on the part of the Contractor and not a billable cost.

<sup>8</sup> Only those tasks that have been modified with a T&M clause are eligible for the hourly increase.

held. These cost elements are applicable to existing task orders issued under the CEOss BPAs and only to those individuals identified by name specifically to support OCONUS operations. All costs will be reimbursed, and allowances paid, only during the time the individual holds a valid visa for the specified country.

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER M6785406RCQFK44		PAGE 1 OF 11	
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 28-Sep-2006		4. ORDER NUMBER 0039		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: SIZE STANDARD: 541611		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 EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008		CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input 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>\$700,000.00</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 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 EG&G <input checked="" type="checkbox"/> OFFER DATED <u>28-Sep-2006</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	
						28-Sep-2006	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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 FFP Labor/Montly Report - Reliability Centered Maintenance Program Study Support Services shall be performed in accordance with the attached Statement of Work and Contractor's proposal dated 28 September 2006. FOB: Destination				
				NET AMT	\$0.00
0001AA	ACRN GH - M6785406RCQFK44 FFP FOB: Destination MILSTRIP: M6785406RCQFK44 PURCHASE REQUEST NUMBER: M6785406RCQFK44	616,286	Each	\$1.00	\$616,286.00
				NET AMT	\$616,286.00
	ACRN GH CIN: M6785406RCQFK440001AA				\$616,286.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Travel/ODCs 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 GH - M6785406RCQFK44 FFP FOB: Destination MILSTRIP: M6785406RCQFK44 PURCHASE REQUEST NUMBER: M6785406RCQFK44	83,714	Each	\$1.00	\$83,714.00

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NET AMT	\$83,714.00
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ACRN GH	\$83,714.00
CIN: M6785406RCQFK440002AA	

## INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	N/A	N/A	Government
0001AA	Destination	Government	Destination	Government
0002	N/A	N/A	N/A	Government
0002AA	Destination	Government	Destination	Government

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	N/A	N/A	N/A	N/A
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

GH: 176110627A0 250 67854 067443 2D M67854  
 COST CODE: GTQF6RCQFK44  
 AMOUNT: \$700,000.00  
 CIN M6785406RCQFK440001AA: \$616,286.00  
 CIN M6785406RCQFK440002AA: \$83,714.00

## AWARD TERMS AND CONDITIONS

### SECTION TWO

- Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order **0039** 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

ACRN >>	Labor	Travel/ODC	T&M Support	Total
GH	616286.00	83714.00	0.00	\$700,000.00
Total	\$616,286.00	\$83,714.00	\$0.00	\$700,000.00

**The total amount of funding available for payment under this task order is: \$700,000.00.**

**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 under this order is:

**Yvonne Romero 703.432.3798**

[yvonne.romero@usmc.mil](mailto:yvonne.romero@usmc.mil)

Inspection and Acceptance of contract deliverables are the responsibility of the project officer or his or her duly authorized representative(s). Moreover, the Project Officer serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues. However, only the Contracting Officer has the authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements. In the event the contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and any cost relating thereto, shall be borne by the contractor.

**6. INVOICES:**

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2003)", 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 Ashcraft 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.ashcraft.ctr@usmc.mil](mailto:kristin.ashcraft.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: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

**Contract Number: M67854-02-A-9011**

**Task Order: 0039**

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

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
10/29/2006	51357.0
11/29/2006	51357.0
12/29/2006	51357.0
01/29/2007	51357.0
02/28/2007	51357.0
03/30/2007	51357.0
04/29/2007	51357.0
05/30/2007	51357.0
06/29/2007	51357.0
07/30/2007	51357.0
08/29/2007	51357.0
09/29/2007	51359.0
Total	\$616,286.00

**7. DELIVERY DESTINATION:**

CG MCSC ATTN: Yvonne Romero  
 2200 LESTER ST  
 QUANTICO, VA 22134

**8. GOVERNMENT FURNISHED PROPERTY (GFP) REQUIREMENTS– N/A****9. FACILITIES REQUIREMENTS – Reference SOW paragraph 3.0.**

**10. PERIOD OF PERFORMANCE -** The period of performance for this effort is 12 months beginning **29 September 2006**. There are no award term options remaining on this task Order.

**SECTION THREE  
 STATEMENT OF WORK FOR  
 ASSISTANT COMMANDER, LOGISTICS**

**RELIABILITY CENTERED MAINTENANCE PROGRAM STUDY**

**1.0 Scope.** The scope of this effort is to provide business and analytical support for the Marine Corps Systems Command (MCSC), Assistant Commander / Logistics (AC/LOG), Reliability Centered Maintenance (RCM) program initiative. This includes providing training, facilitation, and operations support to the Marine Corps Systems Command (MCSC). This effort will include on-going support to provide Reliability Centered Maintenance (RCM ) training for two more Marine Corps Systems Command (MCSC) Practitioners within fiscal year 2006. Additional

support requirements include RCM mentoring and analysis of emerging RCM issues and assisting with the establishment of the RCM program initiative at MCSC.

**1.1 Background.** MCSC, through AC/LOG, is assessing requirements for implementing an effective Reliability centered maintenance (RCM) program across the Command. The initial phase of the effort will identify factors and variables impacting selection of reasonable COA for accomplishing a successful RCM strategy within the next five (5) years. RCM is the maintenance approach used when following a process that assesses equipment condition and determines the maintenance requirements of any physical asset in its operating context. Basically, the RCM methodology addresses key issues not dealt with by other maintenance programs. This approach recognizes that all equipment in a facility is not of equal importance – to either the process or to facility needs and safety. Focusing on reliability of equipment means recognizing that equipment design and operations differ, and that each piece of equipment will have a different probability of undergoing failure from degradation than will another. A reliability-focused approach will mean structuring a maintenance program based upon the understanding of equipment needs and priorities, as well as limited financial and personnel resources, to plan activities such that equipment maintenance is prioritized while operations are optimized. RCM is a systematic approach of evaluating a facility's equipment and resources to best match the two needs. This results in a high degree of facility reliability and cost-effectiveness, and is highly reliant on predictive maintenance. However, it also recognizes that maintenance activities on equipment that is inexpensive and less important to overall facility reliability may be best left to a reactive maintenance approach, focusing both labor and financial resources on higher priority and more costly equipment. Because RCM is so heavily weighted on utilization of predictive maintenance strategies, its program advantages and disadvantages mirror those of predictive maintenance. In addition to these advantages, RCM will allow a facility to more closely match its resources to operational needs and at the same time improve both reliability and also reduce associated maintenance costs. One of the main reasons RCM is so successful in improving system maintenance is because the analysis decisions are based on a thorough understanding of potential equipment failures and their effects on system functionality.

**2.0 General Requirements.** The Contractor shall provide technical, business and analytical support as generally aligned with the percentage effort stipulated:

<b>Activity – Anticipated Percentage</b>		<b>Para</b>	<b>Metric</b>
Training, Facilitating & Analysis	90%	2.1.1	
Recommendations & Strategies	5%	2.1.2	N/A -
Management & Administration	5%	2.1.3	

The scope 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 coordinate 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.

## **2.1 Specific Requirements.**

**2.1.1 Training, Facilitating and Analysis.** The ACLOG Director is responsible for establishing a level of organizational RCM proficiency through ongoing Command efforts, by providing training

and guidance to accomplish attendant objectives, and coordinating / scheduling seminars tailored to specific MCSC leadership groups. Training focus will be for Marine Corps Systems Command (MCSC) Practitioners similar to the previous year and include multiple RCM 10-Day Facilitator training courses. Within this framework are requirements for conducting RCM analysis and mentoring at designated contractor or government sites, with the objective of cultivating the new practitioners and facilitators in RCM capability. Additional requirements include conducting pilot analyses on programs (M1A1, ELMR, AL, LVSR, JLTV, etc...) and providing mentorship to the MCSC Facilitator. The Contractor is responsible for implementing a program to accomplish RCM training, as well as to provide facilitation services necessary to maintain RCM proficiency levels coincident with the duration/iterations cited. This includes providing formal team training sessions, facilitating team building skills workshops when necessary, and providing expert advice to the RCM PM as to how best ensure proficiency levels are maintained. Additional sessions that exceed the forecast will be negotiated as formal modifications to the work effort.

**2.1.2 Recommendations and Strategies.** AC/LOG is responsible for implementing a sound business logistics strategy based upon MCSC program management priorities and other constraints. A critical facet of this responsibility is the implementation of a comprehensive strategy for incremental investment, modernization of processes (e.g., tools, resources, etc.), training, and compliance constraints likely to be imposed by the Navy Marine Corps Intranet (NMCi) information technology architecture. This includes coordinating stakeholder roles and participation on behalf of AC/LOG to fully define critical processes and impacts; identifying associated risks and benefits; and establishing a viable set of operating practices to effect successful program execution. These efforts shall result in a comprehensive, phased plan of objectives and milestones to be executed as part of a mid- and long-term strategy. Identification of milestones, methodologies for data collection, coordination of activities, and presentation of findings is discretionary and shall be coordinated with the Government Task Lead coincident with the logical schedule.

**2.1.3 Management & Administration.** AC/LOG is responsible for establishing a cohesive management framework that ensures task order activities produce the desired objectives. This includes coordinating stakeholder activities and vetting identified requirements, capturing resulting recommendations, and facilitating the analytical processes necessary to support those recommendations. The Contractor is responsible for establishing a suitable performance schedule, identifying and coordinating deliverables associated with their analytical approach, ensuring the quality of draft and final products, and maintaining a viable resource pool (e.g., qualified staff) to accomplish the objectives of the task order<sup>1</sup>. Specific responsibilities between the Government and Contractor, as well as a final schedule of activities and deliverables shall be coordinated within five (5) days of task order award and shall be modified only through bilateral agreement.

**3.0 Facilities, ODCs and Travel Requirements.** 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 computers, cellular phones, and other elements of facilitation to be included in the GSA rates. Further, if specific models, applications, computer time, etc. are to included as separate ODC items, these items

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<sup>1</sup> Additionally, the Contractor is responsible for institutionalizing process mechanics necessary to support metrics capture and proficiency measurement based upon quantitative inputs.

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 ACPROD support 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 ACPROD 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; and
- 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;
- Inspection. A qualification method that is carried out by visual examination of software code, data captured in special test equipment, documentation, or hard copy printouts. The government will inspect software drops for bugs and content; and
- 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.

**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:

Training, Facilitating and Analysis. The Contractor will be evaluated on the effectiveness of their training, facilitating and analysis of PBL.

**Recommendations & Strategies.** The Contractor will be evaluated on quality of their assessment methodology, outputs from their analysis, and management of stakeholder issues supporting optimal COA selection.

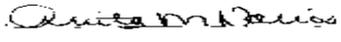
**Management & Administration.** The Contractor will be evaluated on the quality of their overall technical management strategy, ability to preclude, or resolve issues, and effectiveness of their use of resources to meet planning goals and schedules.

### Enclosure 1

#### PERFORMANCE REQUIREMENTS SURVEY (PRS)

Performance Objective	SO W	Performance Standard	Quality Level <sup>1</sup>	Method of Surveillance
Training, Facilitating and Analysis	2.1.1	Acceptable performance has been met when the training, facilitating and analysis have been accepted by the Government as effectively supporting program goals.	Excellent Acceptable Poor	Analysis Demonstration
Recommendations & Strategies	2.1.2	Acceptable performance has been met when assessment outputs select optimal COA selection, stakeholder priorities, and follow-on program strategies (e.g., BCA).	Excellent Acceptable Poor	Inspection Demonstration
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

<sup>1</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive an rating of .95 or greater

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30				1. REQUISITION NUMBER M9544007RC00036		PAGE 1 OF 16					
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 21-May-2007		4. ORDER NUMBER 0050		5. SOLICITATION NUMBER		6. SOLICITATION ISSUE DATE			
7. FOR SOLICITATION INFORMATION CALL:			a. NAME			b. TELEPHONE NUMBER (No Collect Calls)		8. OFFER DUE DATE/LOCAL TIME			
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: 541611 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		12. DISCOUNT TERMS Net 30 Days		
15. DELIVER TO  <b>SEE SCHEDULE</b>			CODE		16. ADMINISTERED BY  <b>SEE ITEM 9</b>					CODE	
17a. CONTRACTOR/OFFEROR EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008			CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443				
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER			18b. SUBMIT INVOICES TO 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>\$350,734.00</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 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 EG&G <input checked="" type="checkbox"/> OFFER DATED <u>14-May-2007</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			
								21-May-2007			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)			30c. DATE SIGNED			31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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
--	--------------------	---------------------------------	--	------------------

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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 Reports FFP Training and Education Command (TECOM) Civil-Military Operations Branch Training Support Services shall be provided in accordance with the attached Statement of Work (SOW) and the Contractor's Proposal dated 14 May 2007. FOB: Destination				
				NET AMT	\$0.00
0001AA	ACRN HV - M9544007RC00036 FFP FOB: Destination MILSTRIP: M9544007RC00036 PURCHASE REQUEST NUMBER: M9544007RC00036	164,002	Each	\$1.00	\$164,002.00
				NET AMT	\$164,002.00
	ACRN HV CIN: M954007RC000360001AA				\$164,002.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB		160,734	Each	\$1.00	\$160,734.00

Labor - Incrementally Funded  
FFP

See Limitation of Government Obligation Clause, Section Two.  
FOB: Destination

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NET AMT

\$160,734.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002					

Travel/ODCs  
FFP  
FOB: Destination

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NET AMT

\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002AA		25,998	Each	\$1.00	\$25,998.00

ACRN HV - M9544007RC00036  
FFP  
FOB: Destination  
MILSTRIP: M9544007RC00036  
PURCHASE REQUEST NUMBER: M9544007RC00036

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NET AMT

\$25,998.00

ACRN HV  
CIN: M9545007RC000360002AA

\$25,998.00

## 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	N/A	N/A	N/A	Government
0001AB	N/A	N/A	N/A	Government
0002	N/A	N/A	N/A	Government
0002AA	N/A	N/A	N/A	Government

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 29-MAY-2007 TO 28-MAY-2008	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0001AB	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

HV: 177110627M0 250 00264 067443 2D M95440  
 COST CODE: 7RC00036YHDN  
 AMOUNT: \$190,000.00  
 CIN M954007RC000360001AA: \$164,002.00  
 CIN M9545007RC000360002AA: \$25,998.00

## AWARD TERMS AND CONDITIONS

### **SECTION TWO**

- 1. Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0050 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.)

- 2. 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
HV	164002.00	25998.00	0.00	\$190,000.00
Total	\$164,002.00	\$25,998.00	\$0.00	\$190,000.00

The total amount of funding available for payment under this task order is: **\$190,000.00.**

- 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:

**LtCol Robert Carr 703.432.4753**  
**robert.v.carr@usmc.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 2003)", 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: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

Contract Number: M67854-02-A-9011

Task Order: 0050

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

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
06/28/2007	27061.0
07/29/2007	27061.0
08/28/2007	27061.0
09/28/2007	27061.0
10/28/2007	27061.0
11/28/2007	27061.0
12/28/2007	27061.0
01/28/2008	27061.0
02/27/2008	27061.0
03/28/2008	27061.0
04/27/2008	27061.0
05/28/2008	27065.0
<b>Total</b>	<b>\$324,736.00</b>

**7. DELIVERY DESTINATION:**

Deputy Director CMOCE

Security Cooperation Education & Training Center (C-466) ATTN: **LtCol Robert Carr**

1019 Elliot Road

Quantico, VA 22134-6050

**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 **29 May 2007**, with the possibility for two (2) additional terms contingent upon satisfactory performance and compliance with the Quality Assurance Surveillance Plan (QASP).

**11. DFAR 252.232-7007 LIMITATION OF GOVERNMENT’S OBLIGATION (MAY 2006) –  
ALTERNATE I (MAY 2006)**

(a) Contract line item **0001** is incrementally funded. The sum of **\$164,002.00** is presently available for payment and allotted to this contract. An allotment schedule is contained in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government’s convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled “Termination for Convenience of the Government.” As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

I Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor’s best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor’s notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled “Termination for Convenience of the Government.”

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraphs (b)

through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.

(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract	\$190,000.00
NTE 11/01/2007	\$80,367.00
NTE 02/01/2008	\$80,367.00
<b>TOTAL</b>	<b>\$350,734.00</b>

(End of clause)

**STATEMENT OF WORK**  
**FOR**  
**U. S. MARINE CORPS TRAINING & EDUCATION COMMAND**  
**SECURITY COOPERATION EDUCATION AND TRAINING CENTER**  
**CIVIL-MILITARY OPERATIONS BRANCH TRAINING SUPPORT**

**Acquisition, Logistics & Admin**

**1.0 Scope.** The scope of this effort is to provide support to the Marine Corps Training and Education Command (TECOM), Security Cooperation Education and Training Center (SCETC), Civil-Military Operations Branch (CMOB) in providing Civil Affairs (CA) and Civil-Military Operations (CMO) Training and Education to the Operating Forces. The Contractor will support this effort by providing analysis and course development work supporting the integration of CMO into all levels and in all facets of Marine Corps education and training. Key facets of support include facilitating the CMO doctrine development in coordination with MCCDC and the DoD proponents within the U.S. Army's Special Operations Command (USASOC).

**1.1 Background.** In order to address the needs of the Marine Corps in the fields of Civil Affairs (CA) and Civil Military Operations (CMO), the Marine Corps Security Cooperation Education and Training Center (SCETC) established the Civil-Military Operations Branch (CMOB). The CMOB serves as the CA and CMO focal point within the Marine Corps Training and Education Command (TECOM) and provides a centralized base of knowledge within the Marine Corps that focuses on the unique issues involved in CA and CMO. The knowledge and doctrine derived from this organization enhances the quality of the Marine Corps' Professional Military Education, facilitates the integration of Marine Corps personnel assigned to joint or NATO assignments where CA operations or CMO are conducted, and improves the ability of the Marine Corps' operational forces (such as a Marine Air Ground Task Force or MAGTF, Civil Affairs Groups, and Artillery CMO Forces) to conduct CA or CMO missions. The CMOB's mandate extends into the complex stability, security, transition and reconstruction (SSTR) environment, one characterized by the involvement of a large variety of U.S. Government and multinational stakeholders, including the other Services, the Defense Security Cooperation Agency (DSCA), U.S. Combatant Commands, the U.S. Department of State, other U.S. Government Agencies, and numerous Non-Governmental and International Organizations (NGO/IO).

**2.0 General Requirements.** The Contractor shall provide continuous support to SCETC CMOB effort consistent with the activities identified:

Activity – Anticipated Percentage	Para	Metric
Program of Instruction Development Support	70% 2.1.1	
Customer Liaison and Communications	20% 2.1.2	Ref: QASP
Management & Administration	10% 2.1.3	

The scope 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.

## 2.1 Specific Requirements

2.1.1 Program of Instruction Development Support. The SCETC CMOB is responsible for establishing a feasible and executable Civil Affairs (CA) and Civil-Military Operations (CMO) training and education program for the Marine Corps's CA and CMO forces that will be monitored, and maintained by the CMOB. This training will include individual and unit/organization training requirements based on individual Marine Corps CA Training and Readiness (T&R) standards and CA Mission Essential Tasks. The Contractor will support the development and production of Program of Instruction (POI) for Marine Corps CA and CMO forces and courses of instruction for three additional audiences: Advisor Teams (Military Transition Teams, Border Transition Teams, Police Transition Teams, and Embedded Training Teams), Marine Corps schools (The Basic School, Expeditionary Warfare School, Command and Staff College, and the Staff NCO Academy), and tactical operational units (deploying infantry battalions). After reviewing all feasible methods and means of CA and CMO instruction, the Contractor will be responsible for recommending course titles, scope of training, length of instruction, curriculum outline and course content, optimum class capacity and frequency, student prerequisites, instructor staffing requirements, school material resource requirements, and instructor task lists or lesson outlines. Additionally the Contractor will support the production of courseware and curriculum materials for both resident and distance learning instructional purposes. Updates will be implemented to the CA and CMO POI and other courses of instruction on an ongoing basis as dictated by changes in Doctrine, tactics, techniques, and procedures and mission specific requirements. Currency will be maintained by conducting debriefs of redeploying Marine Corps CA and CMO units and personnel, producing briefings and reports, conducting relevant research, and consultation with relevant subject matter experts. Documents or white papers shall be produced as required which address specific Marine Corps CA and CMO-related training and educational issues (SCETC will define the requirement for these documents based on recommendations from the contractor).

2.1.1.1 *Training & Education Plan Development*. The SCETC CMOB is responsible for developing the Marine Corps CA and CMO Training & Education Plan. The objectives for this plan include:

- Identifying the CA and CMO training and educational requirements for the Marine Corps based on operational and force structure requirements using Doctrine, Organization, Training, Materiel, Leadership and Education, Personnel, and Facilities (DOTMLPF) as the focus of analysis, with particular emphasis on personnel, materiel and training
- Identifying the target population for training and education by surveying current and evolving Marine Corps requirements for CA and CMO forces, including artillery regiments performing the CMO mission and Civil Affairs Groups.
- Surveying other CA and CMO education and training programs being conducted by other Services, DoD, other US Government Agencies, multinational partners, and other relevant parties from academia and institutions (that focus on stability, security, transition and reconstruction operations (SSTRO)) to learn about what methods of instruction and training, to include distance or blended learning, is the most effective for the Marine Corps' target audience.

- Evaluating instructional material and processes in order to determine whether simulations technology, computer-aided training materials, and online courses can be appropriately used as part of the Marine Corps CA and CMO training and education plan.
- Identifying costs and/or breakeven points related to training equipment, facilities, installation, logistics and personnel required to implement and execute the possible courses of action (e.g. Mobile Training Teams and/or other technology based training and education methodologies) identified in the CA and CMO Training & Education Plan. This analysis to serve as economic basis of decision support regarding possible courses of action identified in the CA and CMO Training & Education Plan.

**2.1.2 Customer Liaison & Communications.** The SCETC CMOB is responsible for establishing a comprehensive outreach, liaison, and communications program with Marine Corps customers (e.g., customer relationship management (CMO) program). The Contractor will support this effort by keeping abreast of CA and CMO issues germane to the Marine Corps through examination of current and evolving doctrine in order to implement changes, participate in various national and international working groups that are focused on CA/CMO/SSTR, and establish/maintain working relationships with principal points of contact within the DoD CA and CMO community as well as the wider national and international SSTR community. Key facets of performance include: understanding the dynamics of the Joint, Interagency and multinational SSTR environment; effectively coordinating stakeholder participation throughout the planning and development process of a CA and CMO Program of Instruction; maintaining continuous communications with selected stakeholders (such as the doctrinal proponent for CA and CMO, USASOC) and partners and understanding how the CMOB should interface and assist deploying MAGTFs or Civil Affairs Groups (CAGs) in the development of required CA/CMO capabilities.

**2.1.3 Management & Administration.** The SCETC CMOB is responsible for establishing a cohesive management framework that ensures the objectives of the various sponsored initiatives 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.** Work efforts in support of the SCETC CMOB effort will be accomplished primarily on-site at the Quantico VA facility. All required aspects of facilitization will be accomplished on-site throughout the duration of performance. CONUS and possibly OCONUS travel will be required to support this effort. Further, if specific equipment

models, software applications, or related support items are to included as separate ODCs, these items must be identified in the Contractor's proposal at the time of submission for consideration and pricing purposes. Local travel is authorized and travel to operational sites may be required. Travel will be reimbursed in accordance with the Joint Travel Regulations.

3.1 NMCI ODCs. DoN commands and organizations are required to utilize the NMCI contract to obtain all garrison information technology (IT) services. The Contractor will be responsible to plan and coordinate the lease and delivery of one (1) unclassified IT services for each full-time employee assigned to this contract with the NMCI Contractor, Electronics Data Corp. (EDS); to include desktop computers, associated peripherals and software. Ordering instructions are available on the NMCI website at <http://homeport/services.asp>. The Government will reimburse the Contractor for only the actual costs of TECOM approved NMCI IT services for only the period of performance in which the Contractor was required to have IT services. Approved NMCI IT services are limited to NMCI Contract Line Item Number (CLIN) 0002AA or CLIN 0001AC CLIN costs change, but are updated regularly at the NMCI website <http://www.homeport.navy.mil/services/clin/>. Any additional software requirements must be proposed and negotiated.

## 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 SCETC CMOB 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 SCETC CMOB project staff 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:

Program of Instruction Development Support. The Contractor will be evaluated on the effectiveness of their technical analysis, documentation, and ability to successfully support of COA selection using quantified methods and approved processes.

Customer Liaison & Communications. The Contractor will be evaluated on the effectiveness of their CRM program, inclusive of quality of published materials; overall professional program of communications, and successful implementation of SCETC CMOB sponsored initiatives.

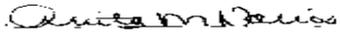
Management & Administration. The Contractor will be evaluated on the quality of their overall technical management strategy, ability to preclude, or resolve issues, and effectiveness of their use of resources to meet planning goals and schedules.

**Enclosure 1**  
**PERFORMANCE REQUIREMENTS SURVEY (PRS)**

Performance Objective	SOW	Performance Standard	Quality Level <sup>1</sup>	Method of Surveillance
Program of Instruction Development Support	2.1.1	Acceptable performance has been met when the program of instruction, COA development and training plan have been accepted by the Government as effectively supporting program goals.	Excellent Acceptable Poor	Analysis Demonstration
Customer Liaison & Communications	2.1.2	Acceptable performance has been met when customer liaison support has been accepted by the Government as effectively supporting program goals.	Excellent Acceptable Poor	Demonstration
Technical Management & Administration	2.1.3	Acceptable performance has been met when the Contractor's 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	Excellent Acceptable Poor	Inspection Demonstration

<sup>1</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive an rating of .95 or greater

Performance Objective	SOW	Performance Standard	Quality Level <sup>1</sup>	Method of Surveillance
		immediate resolution of anomalies.		

<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 16	
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 14-May-2007		4. ORDER NUMBER 0049		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: 541611 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 EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008		CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO 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>\$1,027,394.00</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 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 EG&G <input checked="" type="checkbox"/> OFFER DATED <u>09-May-2007</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	
						15-May-2007	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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
--	--------------------	---------------------------------	--	------------------

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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 Manpower Information Systems Programs support services shall be performed in accordance with the attached Statement of Work and EG&G Proposal dated 9 May 2007 FOB: Destination			\$0.00	\$0.00
					<hr/>
					NET AMT
					\$0.00
ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN HT - M6785407RCASC78 FFP FOB: Destination MILSTRIP: M6785407RCASC78	811,910	Each	\$1.00	\$811,910.00
					<hr/>
					NET AMT
					\$811,910.00
					ACRN HT
					\$811,910.00
					CIN: M6785407RCASC780001AA

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB		200,484	Each	\$1.00	\$200,484.00
	ACRN HU - M6785407RCBKC79				
	FFP				
	FOB: Destination				
	MILSTRIP: M6785407RCBKC79				

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NET AMT	\$200,484.00
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ACRN HU	\$200,484.00
CIN: M6785407RCBKC790001AB	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002				\$0.00	\$0.00
	Travel/ODCs				
	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		15,000	Each	\$1.00	\$15,000.00
	ACRN HT - M6785407RCASC78				
	FFP				
	FOB: Destination				
	MILSTRIP: M6785407RCASC78				

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NET AMT	\$15,000.00
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ACRN HT	\$15,000.00
CIN: M6785407RCASC780002AA	

**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
0001AB	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 22-MAY-2007 TO 21-MAY-2008	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0001AB	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**

HT: 177110627A0 250 67854 067443 2D M67854  
COST CODE: 10AS7RCASC78  
AMOUNT: \$826,910.00  
CIN M6785407RCASC780001AA: \$811,910.00  
CIN M6785407RCASC780002AA: \$15,000.00

HU: 177110627A0 250 67854 067443 2D M67854  
COST CODE: 10BK7RCBKC79  
AMOUNT: \$200,484.00  
CIN M6785407RCBKC790001AB: \$200,484.00

AWARD TERMS AND CONDITIONS

**SECTION TWO**

1. **Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0049 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.)
2. **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

ACRN >>	Labor	Travel/ODC	T&M Support	Total
HT	811910.00	15000.00	0.00	\$826,910.00
HU	200484.00	0.00	0.00	\$200,484.00
Total	\$1,012,394.00	\$15,000.00	\$0.00	\$1,027,394.00

The total amount of funding available for payment under this task order is: **\$1,027,394.00**

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 under this order is:  
**Gretchen Anderson 703.432.5116**  
[gretchen.anderson@usmc.mi](mailto:gretchen.anderson@usmc.mi)  
 Inspection and Acceptance of contract deliverables are the responsibility of the project officer or his or her duly authorized representative(s). Moreover, the Project Officer serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues. However, only the Contracting Officer has the authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements. In the event the contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and any cost relating thereto, shall be borne by the contractor.
6. **INVOICES:**  
 In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2003)", 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: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

Contract Number: M67854-02-A-9011

Task Order Number: 0049

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

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
06/21/2007	84366.0
07/22/2007	84366.0
08/21/2007	84366.0
09/21/2007	84366.0
10/21/2007	84366.0
11/21/2007	84366.0
12/21/2007	84366.0
01/21/2008	84366.0
02/20/2008	84366.0
03/21/2008	84366.0
04/20/2008	84366.0
05/21/2008	84368.0
<b>Total</b>	<b>\$1,012,394.00</b>

**7. DELIVERY DESTINATION:**

Commander MCSC

ATTN: Gretchen Anderson

2200 LESTER ST  
QUANTICO, VA 22134

- 8. GOVERNMENT FURNISHED PROPERTY (GFP) REQUIREMENTS– N/A**
- 9. FACILITIES REQUIREMENTS –** Reference SOW paragraph 3.0.
- 10. PERIOD OF PERFORMANCE -** The period of performance for this effort is 12 months beginning **22 May 2007**. There are no award term options remaining on this task order.

## SECTION THREE

### STATEMENT OF WORK FOR MANPOWER INFORMATION SYSTEMS PROGRAMS

#### ACQUISITION, LOGISTICS, AND ADMINISTRATION SUPPORT

**1.0 Scope.** The Marine Corps Systems Command (MCSC), Information Systems and Infrastructure, Product Group (ISI/PG), is responsible for life cycle management for multiple manpower information technology solutions currently under development and/or sustainment by multiple prime vendors. Within the ISI/PG, the Total Force Information Technology Systems, Manpower Product Team (M/PT) is responsible for a portfolio of manpower and personnel systems illustrating a variety of program characteristics (e.g., in-development, fielded, unfunded, etc.). The M/PT intends to continue to pursue a portfolio management approach that integrates a cohesive strategy for each of the identified systems under the umbrella aegis of the M/PT program. The scope of effort involved will focus on the Total Force Administration System (TFAS), Total Force Manpower Models Reengineering (TFMMR), Marine Corps Total Force System (MCTFS), Marine Corps Training Information Management System (MCTIMS), Marine Corps Recruiting Information Support System (MCRISS) and acquisition initiatives supporting the remaining 16 Systems within the Manpower Operations and Manpower Planning Systems Portfolios,, inclusive of technology assessments, requirements management and phase-in, and acquisition documentation. The acquisition category and priority of principal M/PT systems follows:

Manpower Systems	Designation	Percent
Total Force Administration System (TFAS)	AAP	20%
Total Force Manpower Models Re-Engineering (TFMMR_	IT AAP	20%
Marine Corps Recruiting Information Support System (MCRISS)	IT AAP	10%
Marine Corps Training Information Management System (MCTIMS)	IT AAP	10%
Marine Corps Total Force System (MCTFS)	ACAT IAM	15%
Other Programs	AAP / None	25%

The M/PT is responsible for all facets of technical performance, compliance with standards, and conformance to program requirements commensurate with the designated Acquisition Category (ACAT) level. In some instances, no ACAT designation has been determined.

**1.1 Background.** The Manpower Portfolio is comprised of a variety of initiatives and systems ranging from mature, fielded solutions to those undergoing assessments for initial investment. Within this program umbrella, the Marine Corps Total Force Systems (MCTFS) Family of Systems (FoS) represent the principal systems that will become the objective of the Defense Integrated Military Human Resources System (DIMHRS). TFAS is the technical initiative that will comprehensively review the business processes for pay and personnel support to the unit commander and individual Marine. Process recommendations are vetted before the TFAS Quality Management Board (QMB) and priorities submitted to the Deputy Commandant, Manpower & Reserve Affairs (M&RA). The current version of MCTFS has been fielded for nearly 40 years, and is currently in the post deployment phase of its life cycle. This program is also parent to the MCTFS subsystem, which houses the functionality for the Unit Diary/Marine

Integrated Personnel System (UD/MIPS) – the Fleet Marine Force’s (FMF) principal input interface. DIMHRS will be a single, fully integrated (e.g., All Service / All Component) military personnel and pay management system. Attendant systems, and an undetermined number of ancillary Manpower Automated Information Systems (MAIS). Manpower Models is a collection of thirteen models that support MM, MP, and RA divisions of the M&RA Department, Headquarters U. S. Marine Corps, and the Total Force Structure Division of Marine Corps Combat Development Command (MCCDC) in the core manpower planning processes. These 13 models are currently undergoing a reengineering effort, using an open systems approach to facilitate the use of widely accepted, standard products-from multiple systems (e.g. DIMHRS, TFAS, TFSMS). A summary of program initiatives covered under this SOW is provided at [Attachment 2](#).

**2.0 General Requirements.** The Contractor shall provide continuous support to the program office consistent with the activities identified below:

Activity – Anticipated Percentage	Para	Metric
▪ Program & Strategy Development / Acquisition Support / Business Analysis	40%	2.1.1
▪ Technical Analysis / Product Assessments	35%	2.1.2
▪ Legacy Systems / Strategy Assessments	15%	2.1.3
▪ Portfolio Management & Administration	10%	2.1.4

The scope of work associated with each of these task activities will vary by program precedent and volume throughout the performance period, although not substantially. The Contractor is responsible for providing suitable technical, analytical and acquisition expertise to support ongoing responsibilities delineated by activity, as well as variances in the scope of activities. The Contractor shall also 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. Overall performance quality associated with each WBS element is identified at [Attachment 1](#), the Quality Assurance Surveillance Plan (QASP).

## 2.1 Specific Requirements.

**2.1.1 Program & Strategy Development / Acquisition Support / Business Analysis.** The M/PT is responsible for managing the aforementioned manpower and personnel programs (e.g. TFAS) within a consistent framework (e.g., ACAT level) based upon defined technical objectives. Within this framework responsibility for requirements transition, associated acquisition and supporting documentation and technology assessments must be considered as concurrent activities. This framework must also include business and economic considerations (e.g., Clinger Cohen Act (CCA) compliance), affecting selection of technical strategies. The Contractor is responsible for supporting these activities with acquisition and analytical understanding of manpower policies and human resources systems, familiarity with CCA compliance issues, Joint Interoperability Test Command (JITC) certification (Information Security Plan (ISP), Department of Defense (DoD) Information Technology Security Certification and Accreditation Process/DoD Information Assurance Certification and Accreditation Process (DITSCAP/DIACAP)) and knowledge of applied economic analysis. Key task performance functions include subject matter expertise (SME) with human resources / manpower business processes, functional requirements development, and technology solutions assessments. Ancillary actions include preparing / updating program documentation (e.g., ACAT level, ASPs, SSAAs, ISPs etc.), interfacing with

USMC sponsors (e.g., M&RA, MCCDC, Joint Program Offices (JPOs), etc.), and providing recommendations to the M/PT pertinent to course of action selection.

2.1.1.1 Manpower Models Reengineering. The Manpower Team is responsible for the reengineering efforts to these legacy systems for the planned MS B and C activities. The Contractor is responsible for providing a comprehensive support capability to accomplish the management, acquisition logistics, and technical objectives specified in the program plans. This includes assisting with the completion of requirements/program documentation (e.g. MCSAMP, LCCE, CDD, CPD, CCA, IA Strategy). Additional requirements may include providing assistance with the development of the Manpower and Training Analysis (MTA) and providing recommendations for investment decisions.

2.1.1.2 Marine Corps Recruiting Information Support System (MCRISS). The Contractor is responsible for providing a comprehensive support capability to accomplish the management, acquisition logistics, and technical objectives specified in the program plans. This includes assisting with the completion of requirements/program documentation (e.g. MCSAMP, LCCE, CCA, IA Strategy and ISP). Additional requirements may include providing assistance with the development of the Manpower and Training Analysis (MTA) and providing recommendations for investment decisions.

2.1.1.3 Marine Corps Training Information System (MCTIMS). The Manpower Team is responsible for the reengineering efforts to these legacy systems for the planned MS B and C activities. The Contractor is responsible for providing a comprehensive support capability to accomplish the management, acquisition logistics, and technical objectives specified in the program plans. This includes assisting with the completion of requirements/program documentation (e.g. MCSAMP, LCCE, CDD, CPD, CCA, IA Strategy). Additional requirements may include providing assistance with the development of the Manpower and Training Analysis (MTA) and providing recommendations for investment decisions.

2.1.2 Technical Analysis / Product Assessments. The M/PT is responsible for conducting technical analysis of product solutions commensurate with program strategies and risk factors (e.g., investment, schedule). This includes assessments of manpower and personnel product solutions, cost / benefit trades, and technical analysis to support course of action selection. The Contractor is responsible for providing SME assistance to assess program priorities, define strategies to accommodate risk factors, and providing the M/PT with a sound analytical framework for executing individual program requirements, as well as the umbrella TFITS strategy. Ancillary to this requirement, Contractor SME staff will provide technical expertise on behalf of the Marine Corps at Joint program reviews / IPTs and at other professional forums.

2.1.3. Legacy Systems / Strategy Assessments. The M/PT is responsible for maintaining the effectiveness of legacy systems while planning for migration to the objective Manpower environment. Existing systems must be assessed for obsolescence, or investment (e.g., sustainment) commensurate with overall program initiatives and optimal service levels. The Contractor is responsible for providing expert engineering and program analysis to achieve these cited goals consistent with emerging sustainment issues, interoperability impacts, and sound business assessments. Ancillary requirements include updating acquisition documentation (e.g. MCSAMPs, LCCEs, IA Strategy, and Information Support Plans) to effect strategy selection and development of documentation and briefings for presentation at executive level forums.

2.1.4 Portfolio Management & Administration. The M/PT is responsible for establishing a cohesive technical management framework that ensures requirements are executed within program constraints. This includes compliance with ACAT-level oversight guidance; documentation and preparation for program reviews; business planning and technical analysis; and oversight of prime vendor performance (e.g., progress, investment). This strategy is intended for execution as a cohesive portfolio management approach for the Investment Review Board (IRB), inclusive of assisting with business cases (e.g. Exhibit 300, Post Deployment Reviews (PDR)), per DOD regulations. The Contractor is responsible for supporting the overall effectiveness of the technical management program, providing expert assistance associated with critical path performance, establishing a suitable performance schedule, identifying and coordinating deliverables associated with their analytical approach, ensuring the quality of draft and final products, and maintaining a viable resource pool (e.g., qualified staff). Additionally, the Contractor shall develop a formal process for reporting performance, ensuring progress of task actions, interfacing with Government customers (e.g., memoranda, reports, supporting documentation, WBS compliance, invoicing procedures), and executing in accordance with quality assurance provisions. Specific responsibilities between the Government and Contractor, as well as a final schedule of activities and deliverables shall be coordinated within five (5) days of task order award, reviewed quarterly, and modified only through bilateral agreement.

**3.0 Facilities, Travel and ODC Requirements.** The M/PT will require the Contractor to provide facilities for meetings and IPTs (e.g., 20-40 personnel), as well as a suitable infrastructure to manage program requirements (e.g., document storage, database management, etc.), throughout the course of performance to support the scope of activities. Both local travel and other CONUS/OCONUS travel is anticipated in support of this effort. Travel will be reimbursed in accordance with the JTR. The Government expects computers, cellular phones, and other elements of facilitization to be included in the GSA rates. 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.

**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 Human Resource Development Process task 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 TFITS Program Manager will 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 Technical Support Officer 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; and
- 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;
- Inspection. A qualification method that is carried out by visual examination of both draft and final deliverables (either hard copy or electronic copy), as developed to support tasks outlined in Section 2.1, Specific Requirements; and
- 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.

**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:

Program & Strategy Development / Acquisition Support / Business Analysis. The Contractor will be evaluated on quality of their acquisition documentation methodology, outputs from their analysis, and management of stakeholder issues supporting optimal COA selection.

Technical Analysis / Product Assessments. The Contractor will be evaluated on their effectiveness of their technical assistance methodology and on the quality and timeliness of their analyses and assessments.

Legacy Systems / Strategy Assessments. The Contractor will be evaluated on the timeliness and accuracy of their assessments and their success in vetting of priorities among IPT stakeholders, and successful support of COA selection by PM TFITS.

Portfolio 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 expectations and schedules.

**Enclosure 1**  
**PERFORMANCE REQUIREMENTS SURVEY (PRS)**

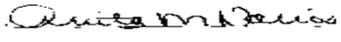
<b>Performance Objective</b>	<b>SOW</b>	<b>Performance Standard</b>	<b>Quality Level <sup>1</sup></b>	<b>Method of Surveillance</b>
Program & Strategy Development / Acquisition Support / Business Analysis	2.1.1	Acceptable performance has been met when the Contractor has established a consistent level of product quality and provided effective outputs supporting successful COA on selection by the Government.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Technical Analysis / Product Assessments	2.1.2	Acceptable performance has been met when the Contractor has established a consistent level of product quality and provided effective outputs supporting successful COA selection by the Government.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Legacy Systems / Strategy Assessments	2.1.3	Acceptable performance has been met when the Contractor has established a consistent level of product quality and provided effective outputs supporting successful COA selection by the Government.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Portfolio Management & Administration	2.1.4	Acceptable performance has been met when the Contractor meets quality standards for supporting the overall effectiveness of the programs, provide expert assistance associated with project performance, provide expert advisory assistance to program staff, and implementing the appropriate infrastructure necessary to ensure execution of the proposed business	Excellent Acceptable Poor	Inspection Analysis Demonstration

<sup>1</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first award term, a Contractor must receive a rating of .85 or greater. To qualify for a second award term, a Contractor must receive a rating of .95 or greater.

Performance Objective	SOW	Performance Standard	Quality Level <sup>1</sup>	Method of Surveillance
		strategy.		

**ATTACHMENT 2**  
**MANPOWER SYSTEMS**

<b>System</b>	<b>Major Activities</b>
Total Force Administration System (TFAS)	AAP/Development/Maintenance
Total Force Retention System (TFRS)	AAP/Deployed TFAS (ACRS Module) replacing
Manpower Assignment Support System (MASS)	AAP/Developed/Maintenance
Manpower Mobilization Assignment System (MMAS)	AAP/Developed/Maintenance
Performance Evaluation System (PES)	AAP/Developed/Maintenance
DPRIS – Digital Personnel Record Imaging System	AAP/Developed/Maintenance
Class I/II/III – (Sexual Assault, Domestic Violence, Serious Incident)	AAP/Developed/Maintenance
Marine Corps Medical Entitlements Data System	AAP/Developed/Maintenance
Civilian Workforce Development Application	AAP/Developed/Maintenance
Operational Data Store Enterprise (ODSE)	AAP/Developed/Maintenance
Total Force Data Warehouse (TFDW)	AAP/Developed/Maintenance
Marine Corps Total Force System (MCTFS)	AAP/Developed/Maintenance
Deployed Theater Accountability System (DTAS)	AAP/Developed/Maintenance/Joint Program (w/Army only) TFAS UMSR Module replacing
Total Force Manpower Models Reengineering (TFMMR)	AAP/Development
Legacy Manpower Models	AAP/Developed/Maintenance TFMMR replacing
Defense Integrated Military Human Resources System (DIMHRS)	Development/Joint Program
Marine Corps Recruiting Information Support System (MCRISS)	AAP/Development/Maintenance
Marine Corps Training Information System (MCTIMS)	AAP/Development/Maintenance

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER M6785407RCS2781		PAGE 1 OF 17	
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 21-Feb-2007		4. ORDER NUMBER 0048		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: 541611 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 EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008		CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO 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>\$6,024,298.00</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 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 EG&G Proposal <input checked="" type="checkbox"/> OFFER DATED <u>15-Feb-2007</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		
					22-Feb-2007		
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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
--	--------------------	---------------------------------	--	------------------

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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 PM Mine Resistant Ambush Protected System Support shall be performed in accordance with attached Statement of Work and contractor's original proposal dated 15 February 2007 and revised proposal dated 22 Feb 2007. FOB: Destination				

---

NET AMT \$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN HK - M6785407RCS2781 FFP FOB: Destination MILSTRIP: M6785407RCS2781 PURCHASE REQUEST NUMBER: M6785407RCS2781	3,324,053	Each	\$1.00	\$3,324,053.00

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NET AMT \$3,324,053.00

ACRN HK \$3,324,053.00  
 CIN: M6785407RCS27810001AA

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB		2,524,298	Each	\$1.00	\$2,524,298.00
	Labor- Incrementally Funded FFP See Limitation of Government Obligation Clause, Section Two FOB: Destination				

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NET AMT	\$2,524,298.00
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002					
	Travel/ODCs 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		175,947	Each	\$1.00	\$175,947.00
	ACRN HK - M6785407RCS2781 FFP FOB: Destination MILSTRIP: M6785407RCS2781 PURCHASE REQUEST NUMBER: M6785407RCS2781				

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NET AMT	\$175,947.00
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ACRN HK	\$175,947.00
CIN: M6785407RCS27810002AA	

**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
0001AB	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-MAR-2007 TO 14-FEB-2008	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0001AB	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**

HK: 177110627A0 250 67854 067443 2D M67854  
 COST CODE: 15S27RCS2781  
 AMOUNT: \$3,500,000.00  
 CIN M6785407RCS27810001AA: \$3,324,053.00  
 CIN M6785407RCS27810002AA: \$175,947.00

AWARD TERMS AND CONDITIONS

**SECTION TWO**

- 1. Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0048 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.)

- 2. 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
HK	3324053.00	175947.00	0.00	\$3,500,000.00
Total	\$3,324,053.00	\$175,947.00	\$0.00	\$3,500,000.00

The total amount of funding available for payment under this task order is: **\$3,500,000.00.**

- 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:

**Mr. Joe Murgo, 703-432-3757**

**joseph.murgo@usmc.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 2003)", 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: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

Contract Number: M67854-02-A-9011

Task Order: 0048

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

<b>CLIN 0001 <u>Modify</u> <u>Delete</u></b>	<b>Total</b>
03/31/2007	508552.0
05/01/2007	508552.0
05/31/2007	508552.0
07/01/2007	508552.0
07/31/2007	508552.0
08/31/2007	508552.0
09/30/2007	508552.0
10/31/2007	508552.0
11/30/2007	508552.0
12/31/2007	508552.0
01/30/2008	508555.0
02/29/2008	254276.0
Total	\$5,848,351.00

**7. DELIVERY DESTINATION:**

Commander MARCORSYSCOM

PG / GTES ATTN: Mr Joe Murgo

2200 Lester St.  
Quantico, VA 22134-6050

## **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 **11.5 months** beginning **1 March 2007**, with the possibility for two (2) additional terms contingent upon satisfactory performance and compliance with the Quality Assurance Surveillance Plan (QASP). This task has a significant potential for bi-lateral modifications of up to 25% of the original award value.

## **11. DFAR 252.232-7007 LIMITATION OF GOVERNMENT’S OBLIGATION (MAY 2006) - ALTERNATE I (MAY 2006)**

(a) Contract line item **0001** is incrementally funded. The sum of **\$3,324,053.00** is presently available for payment and allotted to this contract. An allotment schedule is contained in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government’s convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled “Termination for Convenience of the Government.” As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor’s best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor’s notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled “Termination for Convenience of the Government.”

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.

(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract	\$
	3,500,000.00
NTE 06/01/2007	\$841,432.00
NTE 09/01/2007	\$841,432.00
NTE 12/01/2007	\$841,434.00
<b>TOTAL</b>	<b>\$6,024,298.00</b>

**SECTION THREE**  
**STATEMENT OF WORK FOR**  
**GROUND TRANSPORTATION & ENGINEER SYSTEMS**  
**PM MRAPS PROGRAM OFFICE SUPPORT**  
**ACQUISITION, LOGISTICS & ADMINISTRATION**

**1.0 Scope.** The scope of this effort is to provide immediate and on-going acquisition and technical support to the Ground Transportation and Engineer Systems (GTES), Program Manager, Mine Resistant Ambush Protected Systems (PM MRAPS) Program Office. This includes contractor support directly to the MRAP Category I, Category II, Category III, and Imaging Systems Team Leaders. This effort will include comprehensive Joint Program Management for all MRAP Vehicles and Systems, systems engineering and production support, test and evaluation, integration, transportation, and logistics support. Key events include expedited testing, integration, fielding, and training for the MRAP vehicles; concurrent integration of component improvements to related low density vehicles (e.g., Cougar - Heavy Engineer Vehicle (HEV), Joint EOD Rapid Response Vehicle (JERRV), Buffalo EOD Vehicle); assessments, selection, and fielding of other Improvised Explosive Device (IED) countermeasure equipment such as vehicle/personal x-ray systems and camera systems, all in response to Urgent Universal Needs Statements (UUNS) generated by the Operating Forces (OPFORs). Many of the programs under this PM include priority USMC, Joint Service and Foreign Military Sales (FMS) requirements, have significantly high Congressional, Department of Defense (DoD), US Navy and USMC interest, and require a highly competent and agile program management structure to respond to a myriad of urgent and priority requests for information and action. Long term requirements include PR09 and POM10 planning, establishing formal Programs of Record (PORs), coordinating acquisition events and documentation, establishing formal Integrated Product Teams (IPTs), and interfacing with MCCDC and MROC sponsors in support of selected solutions and Courses of Action (COAs) in response to future priority needs.

**1.1 Background.** PM MRAPS is the Marine Corps focal point and life cycle manager for mine resistant vehicles and selected Counter-IED (CIED) systems. The USMC has been designated as the lead service for acquisition of the vehicles and is working with the Army, Navy, Air Force, and Special Operations Command (SOCOM) to conduct initial program planning, develop program documentation, conduct source selection, award testing and procurement contracts, and plan and manage sustainment for the MRAP vehicles. PM MRAPS is concurrently managing the acquisition, fielding, and sustainment of other CIED related programs in both a Joint and FMS environment.

**2.0 General Requirements.** The Contractor shall provide continuous and complete support for PM MRAPS initiatives as generally aligned with the percentage effort stipulated<sup>1</sup>:

Activity – Anticipated Percentage	Para	Metric
<ul style="list-style-type: none"> <li>• Acquisition/Program Analysis and Business Management</li> </ul>	35%	2.1.1 Ref: QASP

<sup>1</sup> Vendor compliance with the 30-day staffing requirements will be strictly enforced and failure to comply will negatively impact your BPA status.

- |  |     |       |
|--|-----|-------|
| • Systems Engineering and Analytical Assessments | 30% | 2.1.2 |
| • Comprehensive Logistics Management             | 15% | 2.1.3 |
| • Technical Management and Administration        | 10% | 2.1.4 |
| • Operations Cell                                | 10% | 2.1.5 |

The scope of work associated with each of these task activities will vary by program precedent and volume throughout the performance period, although not substantially. The Contractor is responsible for providing suitable technical, analytical and acquisition expertise to support ongoing responsibilities delineated by activity, as well as variances in the scope of activities. The Contractor shall also 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.

## 2.1 Specific Requirements.

2.1.1. Acquisition/Program Analysis & Business Management. PM MRAPS is responsible for establishing a cohesive program management framework which ensures that UUNS, Joint Service, and FMS requirements are successfully defined, planned, executed, and supported. The Contractor will provide expert acquisition management, risk management, and business management services to the PM MRAPS, as well as to each of the MRAPS Team Leaders, in order to develop formal processes to facilitate successful program management. Immediate critical focus will be placed on contract award, testing, and fielding of immediate COTS/NDI vehicle product solutions, preparing and coordinating statutory and regulatory ACAT I level program documentation<sup>2</sup>, ensuring readiness for program milestones and significant events, managing program execution in a Joint and Foreign Military Sales environment (e.g. coordinating with FMS IPO), responding to a multitude of Congressional and high-level OSD/DON/USMC oversight inquiries, ensuring coordination with OPFORs, MCCDC, and MCOTEA to expedite solutions, and creating comprehensive sustainment support strategies. The Contractor will perform requirements analysis to establish MRAPS as PORs, provide analysis of cost, technical and schedule issues affecting PM MRAPS programs, produce associated products and deliverables required by the Program Management Office (PMO) such as memoranda, supporting documentation, program management reports, maintain program infrastructure (e.g., databases, library, program information); and provide subject matter expertise (SME) to IPTs and other professional forums. The Contractor will perform business analysis of programmatic issues affecting investment/sustainment decisions and will recommend and support long term program strategies such as PR 09, POM 10 and Program Plans and other documentation to ensure DoD 5000 compliance, and coordination of a multiple of integration initiatives across the PMO. Within this framework, requirements exist to assess costs and benefits associated with candidate MRAPS solutions, to conduct quantitative tradeoff analysis (e.g., supportability assessments, total ownership costs) employing sound analytical methods, and to develop a hierarchy for capturing cost, performance, and risk for the respective programs.

2.1.2. Systems Engineering & Analytical Assessments. PM MRAPS is responsible for all technical and support activities necessary to define, develop, and deploy effective mine resistant

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<sup>2</sup> ACAT 1 program documentation includes but is not limited to; Acquisition Program Baseline, Acquisition Strategy, Systems Engineering Plan, TEMP, Supportability Plans and Milestone Decision Packages

vehicles and selected CIED solutions to the OPFORs. Systems engineering activities required to support the MRAP program office include: assess system performance; develop and lead systems integration, test and verification efforts<sup>3</sup>; develop and execute configuration management for all platforms and associated command and control components; assess producibility and production planning; quality assurance, assess technical maturity; manage integration planning and testing; develop interoperability documentations (ATO/SSAA/TISP); and support on-going system safety initiatives. This will require participation in multiple technical working groups to represent program interests (including Naval and Joint forums), as well as generating technical position papers and inputs to acquisition documents (Program Plans and Schedules). Additional engineering requirements include formalizing an ongoing program to assess COTS and NDI solutions, coordinating OPFOR and Joint stakeholder positions, and developing effective program strategies that ensure technical solutions correspond with emerging requirements and urgent needs. The Contractor is responsible for providing expert engineering in critical disciplines (e.g., vehicle testing, survivability, armor/blast resistance, IED countermeasure systems, systems of systems integration) supplemented with a strong program of technical analysis to establish an effective systems engineering program and accelerated testing of COTS/NDI product solutions. This includes, but is not limited to, providing engineering expertise to ensure the interests of the PM are suitably represented at IPTs, working groups, and high-level oversight boards. Key facets of performance include supporting requirements analysis of emerging interoperability initiatives, conducting product engineering assessments, and technology planning to ensure seamless integration with external agencies/systems. This contractor support applies to the PM and all MRAPS Team Leaders.

2.1.3. Logistics Management Support. PM MRAPS is responsible for establishing a comprehensive logistics support effort to meet both immediate needs for fielding COTS/NDI solutions, as well as establishing long term logistics support strategies that ensure product availability and readiness goals are met. PM MRAPS is also responsible for planning, coordinating, and executing a comprehensive support program for current fielded assets (e.g. Cougar - Heavy Engineer Vehicle (HEV), Joint EOD Rapid Response Vehicle (JERRV), Buffalo EOD Vehicle), as well as those scheduled for introduction. Critical initiatives in this regard focus on vehicle component integration, life cycle logistical support, and contract closure actions. The Contractor is responsible to support the PMO in all program management planning and execution actions involving currently fielded PM MRAPS systems. The Contractor is responsible for creating and maintaining a comprehensive support strategy that includes providing sound business analysis of programmatic issues affecting investment/sustainment decision, and drafting/modifying associated documentation to reflect PM prerogatives. This support includes tracking the Government Furnished Equipment management and integration with SPAWAR Charleston and LOGCOM. The objective of this integrated effort is to identify a strategic program to support current products and solutions, while also coordinating a POR transition and formal logistics program and sustainment strategy. The Contractor is responsible for supporting these activities with expert logistics assessments of selected systems, optimizing investment through tradeoff analysis, and initiating program efforts based upon COA selection. Principal activities include technical engineering analysis; developing, revising, or other adjudication of life cycle supportability analyses; supportability planning; support concept documentation; and coordinating a comprehensive logistics effort to ensure OPFOR readiness / sustainment goals are met. Additionally, the Contractor will assist with the procurement and management processes of support equipment, test equipment, technical orders, spares packages, training and

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<sup>3</sup> Test support will be performed on site at ATC it is estimated that this support will be for five (5) months and will require support of ~ 10 FTEs

supply support. Key facets of this effort include interoperability impacts, system/subsystem effectiveness, and coordination of Joint requirements. Outputs of this effort will include preparation of logistics program documentation coincident with program schedules. The contractor is responsible for participating in IPTs, working groups and collaborative forums as a logistics Subject Matter Expert (SME). Additionally the Contractor is responsible for the development, coordination and conduct of new equipment training. This contractor support applies to the PM and all MRAPS Team Leaders. The Contractor is also responsible for establishing and maintaining on-site support to augment the responsibilities of the Equipment Specialist, MARCORSYSCOM, located in Albany, GA.

**2.1.4. Technical Management/Administration.** PM MRAPS is responsible for establishing a cohesive technical management framework that ensures the programs procured under UUNS requirements are executed within program constraints. This includes all actions necessary to effectively support program technical activities including business planning, conduct exercises, and coordinate actions among IPTs and other participating interest groups as well as ensuring performance consistent with the provisions of the QASP. The Contractor is responsible for supporting the overall effectiveness of the technical management program by developing and maintaining a corresponding Work Breakdown Structure (WBS) consistent with program objective and ensuring (at a minimum) quarterly review of progress and labor usage. Additionally, this includes providing expert technical advisory assistance to program staff, maintaining program infrastructure (e.g., databases, library, program information), and producing associated products (e.g., memoranda, reports, supporting documentation) and deliverables delineated in the WBS activities. Key facets of management performance include developing formal processes for reporting performance, ensuring progress of task actions, interfacing with Government customers, and executing in accordance with quality assurance provisions. The Contractor is responsible for supporting the overall effectiveness of program management, providing expert assistance associated with critical path performance, and providing expert advisory assistance to program staff. The Contractor is responsible for establishing a suitable performance schedule, identifying and coordinating deliverables associated with their analytical approach, ensuring the quality of draft and final products, and maintaining a viable resource pool (e.g., qualified staff). Additionally, the Contractor shall support PM MRAPS program management with conducting (at a minimum) quarterly reviews of program costs, schedule, and performance progress with expert program analysis and assistance. Specific responsibilities between the Government and Contractor, as well as a final schedule of activities and deliverables shall be coordinated within five (5) days of task order award, reviewed quarterly, and modified only through bilateral agreement. This contractor support applies to the PM and all MRAPS Team Leaders.

**2.1.5. Operations Cell.** The Contractor is responsible for providing dedicated "War Room" support that will function as a command center for the execution of PM MRAPS tasks. The Contractor will staff the "war room" during normal working hours with appropriate personnel in order to be able to respond to planned and unplanned emerging tasks, requests for information, and support required by PM MRAPS. Critical aspects of support include providing graphic displays (e.g. Wall Charts) that can be used to track the progress and the various production lines.

**3.0 Facilities, Travel, and ODCs.** PM MRAP will require the Contractor to provide facilities for meetings and IPTs (e.g., 25-50 personnel), as well as a suitable infrastructure to manage program requirements (e.g., computers, telecommunications, cellular phone service, document storage, database management, etc.) throughout the course of performance to support the scope of activities. Such facilities are not reimbursed as ODCs and any ancillary charges must be

identified in the proposal at the time of submission. Additionally, the PM MRAPS "War Room" requires space of approximately 600 square feet, to be used as a staging area for initial equipment procurement and supplies. The ideal location will be near Quantico and maintained by Contract personnel identified in the proposal. The Government will consider "War Room" support as a reimbursable ODC option. Access to Government buildings will be granted for support staff and network accounts established. Local travel is authorized and travel outside the local region is anticipated and will include both CONUS and OCONUS. Travel will be reimbursed in accordance with the Joint Travel Regulations.

## 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 PM MRAPS task 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 PM MRAPS will designate a person to function as the Technical Representative for this task, and her/his authority will be limited to administering specific technical aspects of the task order. The Technical Representative will not provide direction that is outside the scope of responsibilities delineated under this task order and will defer any conditional interpretations to the CEOss Contracting Officer. The Technical Representative 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 and the standards are delineated by WBS element in the Performance Requirements Survey (PRS) table at Enclosure 1:

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 inspection 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:

Acquisition & Business Management. The Contractor will be evaluated on the quality of their overall acquisition and business management, including transitioning immediate solutions to PORs, coordinating with stakeholders, and ensuring that Joint program goals are attained coincident with schedules and agreed upon objectives.

Engineering & Analytical Assessments. The Contractor will be evaluated on the quality of their engineering and analytical program, responsiveness to designated priorities, selection of optimal COAs, and overall ability to provide the PMO with a comprehensive program support capability.

Comprehensive Logistics Support. The Contractor will be evaluated on the quality of their near- and long-term logistics support program, inclusive of coordinating OEM deliveries, handling OPFOR readiness issues, implementing suitable remedies, and providing the PMO with a comprehensive program support capability.

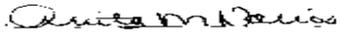
Technical Management & Administration. The Contractor will be evaluated on the quality of their overall technical management strategy; ability to identify and preclude problems, or resolve issues; and effectiveness of their use of resources to meet customer expectations and schedules. This includes the use of corporate quality practices, resolutions of invoice anomalies, WBS compliance, and effectiveness of their overall contract management team.

Operations Cell. The Contractor will be evaluated on the quality of their overall provision, staffing, and support of the Operations Cell.

**Enclosure 1****PERFORMANCE REQUIREMENTS SURVEY (PRS)**

<b>Performance Objective</b>	<b>SOW</b>	<b>Performance Standard</b>	<b>Quality Level <sup>4</sup></b>	<b>Method of Surveillance</b>
Acquisition & Business Management	2.1.1	Acceptable performance has been met when the Contractors quality standards and products consistently product acceptable products using optimal resources, compliant with prescribed schedules.	Excellent Acceptable Poor	Inspection Demonstration
Engineering & Analytical Assessments	2.1.2	Acceptable performance has been met when the operational assessments and support process have been accepted by the Government as effectively supporting program goals	Excellent Acceptable Poor	Inspection Analysis Demonstration
Comprehensive Logistics Support	2.1.3	Acceptable performance has been met when effective systems engineering support of planned events has been demonstrated and accepted by the Government.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Technical Management & Administration	2.1.4	Acceptable performance has been met when the Contractors quality standards and products consistently product acceptable products using optimal resources, compliant with prescribed schedules.	Excellent Acceptable Poor	Inspection Demonstration
Operations Cell	2.1.5	Acceptable performance has been met when the Contractors quality standards and products consistently product acceptable products using optimal resources, compliant with prescribed schedules.	Excellent Acceptable Poor	Inspection Demonstration

<sup>4</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive a rating of .95 or greater.

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER M6785407RCBD577		PAGE 1 OF 15	
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 07-Feb-2007		4. ORDER NUMBER 0047		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: 541611 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 EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008		CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO 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>\$594,500.00</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 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 EG&G <input checked="" type="checkbox"/> OFFER DATED <u>31-Jan-2007</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	
						07-Feb-2007	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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
<b>SEE SCHEDULE</b>					

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
--	--------------------	---------------------------------	--	------------------

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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 FFP Montly Labor Report for DTS FY07 Support services shall be performed in accordance with the attached Statement of Work and the Contractor's Proposal dated 31 January 2007. FOB: Destination				
				NET AMT	\$0.00
0001AA	ACRN HJ - M6785407RCBD577 FFP FOB: Destination MILSTRIP: M6785407RCBD577 PURCHASE REQUEST NUMBER: M6785407RCBD577	149,563	Each	\$1.00	\$149,563.00
				NET AMT	\$149,563.00
	ACRN HJ CIN: M6785407RCBD5770001AA				\$149,563.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB		394,500	Each	\$1.00	\$394,500.00

Labor - Incrementally Funded  
FFP

See Limitation of Government Obligation Clause, Section Two.  
FOB: Destination

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NET AMT	\$394,500.00
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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		50,437	Each	\$1.00	\$50,437.00

ACRN HJ - M6785407RCBD577  
FFP  
FOB: Destination  
MILSTRIP: M6785407RCBD577  
PURCHASE REQUEST NUMBER: M6785407RCBD577

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NET AMT	\$50,437.00
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ACRN HJ	\$50,437.00
CIN: M6785407RCBD5770002AA	

## 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
0001AB	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-MAR-2007 TO 29-FEB-2008	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0001AB	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

HJ: 177110627A0 250 67854 067443 2D M67854  
 COST CODE: 7RCBD57710CH  
 AMOUNT: \$200,000.00  
 CIN M6785407RCBD5770001AA: \$149,563.00  
 CIN M6785407RCBD5770002AA: \$50,437.00

AWARD TERMS AND CONDITIONS**SECTION TWO**

- 1. Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order **0047** 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.)

- 2. 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>	<b>Labor</b>	<b>Travel/ODC</b>	<b>T&amp;M Support</b>	<b>Total</b>
HJ	149563.00	50437.00	0.00	\$200,000.00
<b>Total</b>	<b>\$149,563.00</b>	<b>\$50,437.00</b>	<b>\$0.00</b>	<b>\$200,000.00</b>

The total amount of funding available for payment under this task order is: **\$200,000.00**.

- 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:

**Donna Pelfrey 703.432.5118**

**[donna.pelfrey@usmc.mil](mailto:donna.pelfrey@usmc.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 2003)", 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: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

Contract Number: M67854-02-A-9011

Task Order:0047

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

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
03/31/2007	45339.0
05/01/2007	45339.0
05/31/2007	45339.0
07/01/2007	45339.0
07/31/2007	45339.0
08/31/2007	45339.0
09/30/2007	45339.0
10/31/2007	45339.0
11/30/2007	45339.0
12/31/2007	45339.0
01/30/2008	45339.0
02/29/2008	45334.0
Total	\$544,063.00

**7. DELIVERY DESTINATION:**

Commander MARCORSYSCOM

PG / ISI ATTN: **Donna Pelfrey**

2200 Lester St.  
Quantico, VA 22134-6050

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

**9. FACILITIES REQUIREMENTS** – Reference SOW paragraph 3.0. All aspects of facilitation 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 March 2007**, with the possibility for two (2) additional terms contingent upon satisfactory performance and compliance with the Quality Assurance Surveillance Plan (QASP).

**11. DFAR 252.232-7007 LIMITATION OF GOVERNMENT’S OBLIGATION (MAY 2006) - ALTERNATE I (MAY 2006)**

(a) Contract line item **0001** is incrementally funded. The sum of **\$149,563.00** is presently available for payment and allotted to this contract. An allotment schedule is contained in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government’s convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled “Termination for Convenience of the Government.” As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor’s best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor’s notification, or by an agreed substitute date, the Contracting Officer will terminate any

item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.

(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract	\$ 200,000.00
<b>NTE 06/01/2007</b>	<b>\$ 122,469.00</b>
<b>NTE 09/01/2007</b>	<b>\$ 136,016.00</b>
<b>NTE 12/01/2007</b>	<b>\$ 136,015.00</b>
<b>TOTAL</b>	<b>\$</b>

**594,500.00**

**SECTION THREE**  
**STATEMENT OF WORK FOR**  
**DEFENSE TRAVEL SYSTEM IMPLEMENTATION SUPPORT**  
**ACQUISITION, LOGISTICS, & ADMINISTRATION**

**1.0 Scope.** The Marine Corps Systems Command (MCSC), Information Systems and Infrastructure, Product Group (ISI/PG), is responsible for life cycle management of the Marine Corps' component of the Defense Travel System (DTS). Within PG10, the DTS Program Office must execute delegated guidance from the DTS Joint Program Office (JPO) based upon post-MS "C" objectives and Service-specific schedules for implementation, testing and validation, and cutover. Primary DTS Program Office responsibilities during FY07/08 will continue to focus on supporting Marine Corps Phase II Sites. Additional support requirements include developing the Business Process Reengineering (BPR) procedures for fielding the DTS at Marine Corps Phase III sites (e.g. Recruiting Sites, Reserve Units, etc.) during FY07, and general acquisition and program management support.

**1.1 Background.** DTS is an Office of the Secretary of Defense, Joint program initiative designed to reduce costs, support TDY travel mission requirements, and provide superior customer service. DTS is an ACAT I-AM, DoD-mandated program intended to transform the administration of TDY travel within the Marine Corps. DTS was established to meet the requirements for a single, paperless temporary duty (TDY) travel system to be used by all travelers across DoD, as well as to consolidate the approximate 85 commercial travel office (CTO) contracts under a single contracting entity. DTS is an electronic, end-to-end travel management system, that utilizes Public Key Infrastructure (PKI), digital signatures, and electronic funds transfers to settle travel vouchers via electronic funds transfer directly to the traveler's bank account. Access control and digital signature is provided by the DoD PKI. DTS is an evolutionary acquisition program. The initial DTS capability has been fielded and is operational at various Marine Corps sites with support and training planned at locations identified in Attachment 2<sup>1</sup>. The remaining DTS requirements are time-phased, and scheduled to be satisfied through annual updates to the DTS web portal with FOC currently scheduled for FY07.

**2.0 General Requirements.** The Contractor shall provide continuous support to the program office consistent with the activities identified below:

Activity – Anticipated Percentage	Para	Metric
Implementation Support and Technical Assistance	65%	2.1.1
Acquisition and Life Cycle Management	20%	2.1.2
Management and Administration	15%	2.1.3

The scope 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 coordinate 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.

<sup>1</sup> The Attachment 2 list is not all inclusive

## 2.1 Specific Requirements.

2.1.1 Implementation Support and Technical Assistance. The DTS Program Office in coordination with the DTMO and the DTS-PMO, is responsible for establishing an effective program for management of TDY transformation and coordination of efforts between stakeholders. Specific requirements include providing fielding support at the locations specified in attachment 2 and providing technical assistance and support to sites that have recently achieved Initial Operating Capability (IOC). The Contractor is responsible for supporting these activities with expert knowledge of the DoD mandated travel application, general knowledge of current USMC financial systems and site assessments. Within this framework requirements exist to provide on-site, training to various Marine Corps activities and to provide training for Defense Travel Administrators, Travelers, and Approving Officials. The Contractor will deliver these courses to support the DTS fielding effort at various CONUS and OCONUS locations. Additional requirements include maintaining the DTS Phase III implementation and execution plan, providing changes when necessary, and ensuring compliance with agreed upon objectives. In this capacity, the Contractor will develop and maintain the ability to troubleshoot technical problems for DTS users within the USMC community. Critical facets of performance include coordination of JPO objectives and site transition schedules, analysis of site requirements<sup>2</sup>, and activity management between stakeholders and receiving (e.g., customer) sites. Additionally, the Contractor shall act as DTS subject matter expert (SME) at user forums, Joint planning IPTs, and other professional working groups; acting on behalf of the program office for functional and technical requirements and serving as principal liaison for action items.

2.1.2 Acquisition and Life Cycle Management. The DTS Program Office is responsible for strategic planning designed to achieve objective capability commensurate with investment goals. Critical activities include assessing prime vendor products, supporting operational assessments (e.g., metrics, data collection) and evaluating enhancements to the DTS baseline application. Within this framework are further requirements for planning interface with the DTS-PMO, HQMC (I&L, P&R, M&RA), and other service and agency sponsors to ensure USMC requirements are effectively captured in future (e.g., Phase III) DTS releases<sup>3</sup>. The Contractor is responsible for supporting site implementation with a comprehensive quality program that includes analysis of effectiveness, progress and maturity assessments supporting cutover and phase out, and requirements vetting supporting future DTS functional releases. Critical facets of performance include metric capture, program documentation for Marine Corps specific and JPO acquisition requirements, and cost effectiveness assessments to ensure compliance with overarching objectives and projected Return on Investment (ROI).

2.1.3. Management and Administration. The DTS Program Office is responsible for establishing a cohesive technical management framework that ensures all fielding and support activities are executed within program constraints. This includes all actions necessary to effectively support program milestones and schedules. Additional management support includes POM planning, metric documentation and trend analysis, and management of DTS fielding/training

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<sup>2</sup> **Site Requirements** – Each of the Ph. III sites requires independent validation and verification of infrastructure, analysis of site-specific business processes, and development of implementation plans that support concurrent operations, testing and validation, cutover, and legacy system phase out. This includes coordination with current Commercial Travel Office(s) and Traffic Management Office(s) at each site.

<sup>3</sup> **Phase III Planning** – The Marine Corps anticipates providing technical analysis of site requirements for the Phase III sites (e.g. Recruiting Sites, Reserve Units). This includes process analysis, infrastructure assessments, and validation and verification of transition effectiveness.

effectiveness. This includes compliance with ACAT-level oversight guidance, documentation and preparation for program reviews, business planning and technical analysis, coordination of logistics and ancillary support requirements, and oversight of prime vendor performance (e.g., progress, investment), as well as ensuring performance consistent with the provisions of the QASP. The Contractor is responsible for supporting the overall effectiveness of the technical management program, providing expert assistance associated with critical path performance, and providing expert advisory assistance to program staff. The Contractor is responsible for establishing a suitable performance schedule, identifying and coordinating deliverables associated with their analytical approach, ensuring the quality of draft and final products, and maintaining a viable resource pool (e.g., qualified staff). Additionally, the Contractor shall develop a formal process for reporting performance, ensuring progress of task actions, interfacing with Government customers (e.g., memoranda, reports, supporting documentation, WBS compliance, invoicing procedures), and executing in accordance with quality assurance provisions. Specific responsibilities between the Government and Contractor, as well as a final schedule of activities and deliverables, shall be coordinated within five (5) days of task order award, reviewed quarterly, and modified only through bilateral agreement.

**3.0 Facilities, Travel and ODC Requirements.** The Contractor is required to provide facilities for meetings and IPT's (e.g., 10-20 personnel), as well as a suitable infrastructure (e.g., workstations, data management tools, licenses) to execute program requirements. This also includes sufficient space to maintain program archives (e.g., document library, database) throughout the course of performance. The Contractor will travel as required within the local area and to various CONUS and OCONUS locations to support fielding efforts and provide on-site training. Other Direct Charges (ODCs) associated with the cost of business (e.g., cellular service, unique office applications, licenses, laptop computers) must be identified in the Contractor's initial proposal for consideration.

**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 DTS support 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 DTS Project Officer 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; and
- 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;
- Inspection. A qualification method that is carried out by visual examination of software code, data captured in special test equipment, documentation, or hard copy printouts. The government will inspect software drops for bugs and content; and
- 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.

**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:

Implementation Support and Technical Assistance. The Contractor will be evaluated on the effectiveness of implementation support effort and quality of their technical assistance in resolving problems and issues.

Acquisition and Life Cycle Management. The Contractor will be evaluated on quality of their acquisition support, outputs from their analysis, and management of stakeholder issues supporting optimal COA selection.

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.

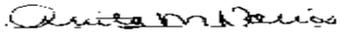
**Enclosure 1**  
**PERFORMANCE REQUIREMENTS SURVEY (PRS)**

<b>Performance Objective</b>	<b>SO W</b>	<b>Performance Standard</b>	<b>Quality Level <sup>4</sup></b>	<b>Method of Surveillance</b>
Implementation Support and Technical Assistance	2.1.1	Acceptable performance has been met when the implementation support and technical assistance provided have been accepted by the Government as effectively supporting program goals.	Excellent Acceptable Poor	Analysis Demonstration
Acquisition and Life Cycle Management	2.1.2	Acceptable performance has been met when acquisition documentation and life cycle support have been determined to meet program goals.	Excellent Acceptable Poor	Inspection Demonstration
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

<sup>4</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive a rating of .95 or greater.

**Attachment 2**

<b>DTS Training / Support Sites</b>
MCAS BEAUFORT
MCB CAMP LEJEUNE
NAVY ANNEX/HENDERSON HALL
COMMARFORLANT
QUANTICO
MCLB ALBANY
MCRD PISC
MARFORRES, NEW ORLEANS
MCLB BARSTOW
MCRD SDIEGO
29 PALMS
MOBCOM, KANSAS CITY
MCAS CHERRY POINT
MCAS MIRAMAR
MCAS NEW RIVER
MARFORPAC AND MCB HAWAII
OKINAWA COMMANDS, BASES AND STATION
MCAS IWAKUNI
MCAS YUMA
CAMP PENDLETON
<b>Phase III Fielding Site Locations</b>
MCD MONTEREY, CA
MARCENT TAMPA, FL
MATSG MERIDIDAN, MS
MATSG 21 PENSACOLA, FL
MCD FT MEADE
MCD FT GORDON, GA
MAD CHINA LAKE, CA
MCD Ft. BENNING, GA
MATSG 53 WHIDBEY ISLAND, WA
MATSG CORPUS CHRISTI, TX
MATSG 23 LEMOOE, CA

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER SEE SCHEDULE		PAGE 1 OF 16	
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 09-Jan-2007		4. ORDER NUMBER 0046		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: 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 EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008		CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO 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>\$978,524.00</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 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 EG&G Proposal <input checked="" type="checkbox"/> OFFER DATED <u>09-Jan-2007</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	
						09-Jan-2007	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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 Reports FFP CTMS Support Services shall be performed in accordance with the attached Statement of Work and the contractor's proposal dated 02 January 2007. FOB: Destination				
NET AMT					\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN GZ - M6785407RCSK482 FFP FOB: Destination MILSTRIP: M6785407RCSK482 PURCHASE REQUEST NUMBER: M6785407RCSK482	171,943	Each	\$1.00	\$171,943.00
NET AMT					\$171,943.00
ACRN GZ					\$171,943.00
CIN: M6785407RCSK4820001AA					

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB		125,250	Each	\$1.00	\$125,250.00
	ACRN HA - M6785407RCAL480				
	FFP				
	FOB: Destination				
	MILSTRIP: M6785407RCAL480				
	PURCHASE REQUEST NUMBER: M6785407RCAL480				

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NET AMT	\$125,250.00
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ACRN HA	\$125,250.00
CIN: M6785407RCAL4800001AB	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AC		33,000	Each	\$1.00	\$33,000.00
	ACRN HB - M6785407RCAK481				
	FFP				
	FOB: Destination				
	MILSTRIP: M6785407RCAK481				
	PURCHASE REQUEST NUMBER: M6785407RCAK481				

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NET AMT	\$33,000.00
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ACRN HB	\$33,000.00
CIN: M6785407RCAK4810001AC	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AD		613,331	Each	\$1.00	\$613,331.00

Incremental Funding  
FFP

See Limitation of Government Obligation Clause.  
FOB: Destination

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NET AMT	\$613,331.00
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002					

Travel/ODCs  
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		35,000	Each	\$1.00	\$35,000.00

ACRN GZ - M6785407RCSK482  
FFP

FOB: Destination

MILSTRIP: M6785407RCSK482

PURCHASE REQUEST NUMBER: M6785407RCSK482

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NET AMT	\$35,000.00
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ACRN GZ

CIN: M6785407RCSK4820002AA

\$35,000.00
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## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 09-FEB-2007 TO 08-FEB-2008	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0001AB	N/A	N/A	N/A	N/A
0001AC	N/A	N/A	N/A	N/A
0001AD	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

GZ: 177110627A0 250 67854 067443 2D M67854  
 COST CODE: 7RCSK48216CH  
 AMOUNT: \$206,943.00  
 CIN M6785407RCSK4820001AA: \$171,943.00  
 CIN M6785407RCSK4820002AA: \$35,000.00

HA: 177110627A0 250 67854 067443 2D M67854  
 COST CODE: 7RCAL48016CH  
 AMOUNT: \$125,250.00  
 CIN M6785407RCAL4800001AB: \$125,250.00

HB: 177110627A0 250 67854 067443 2D M67854  
 COST CODE: 7RCAK48116CH  
 AMOUNT: \$33,000.00  
 CIN M6785407RCAK4810001AC: \$33,000.00

AWARD TERMS AND CONDITIONSSECTION TWO

- 1. Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES:** Task Order 0046 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).

- 2. 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**

ACRN >>	Labor	Travel/ODC	T&M Support	Total
GZ	171943.00	35000.00	0.00	\$206,943.00
HA	125250.00	0.00	0.00	\$125,250.00
HB	33000.00	0.00	0.00	\$33,000.00
Total	\$330,193.00	\$35,000.00	\$0.00	\$365,193.00

**The total amount of funding available for payment under this task order is \$365,193.00.**

- 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 under this order is:

**Mr. Michael Gallagher (703-432-3244)**

**michael.j.gallagher1@usmc.mil**

Inspection and Acceptance of contract deliverables are the responsibility of the project officer or his or her duly authorized representative(s). Moreover, the Project Officer serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues. However, only the Contracting Officer has the authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements. In the event the contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and any cost relating thereto, shall be borne by the contractor.

**6. INVOICES:**

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2003)", 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: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

Contract: M67854-02-A-9011

Task Order: 0046

**The contractor shall bill labor monthly under CLIN 0001 in accordance with the following invoicing matrix:**

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
03/11/2007	78627.0
04/10/2007	78627.0
05/11/2007	78627.0
06/10/2007	78627.0
07/11/2007	78627.0
08/10/2007	78627.0
09/10/2007	78627.0
10/10/2007	78627.0
11/10/2007	78627.0
12/10/2007	78627.0
01/10/2008	78627.0
02/09/2008	78627.0
<b>Total</b>	<b>\$943,524.00</b>

**7. DELIVERY DESTINATION:**

CG, MCSC [PG CESS/TMDE]

Attn: Mr. Mike Gallagher

2200 Lester St.

Quantico, VA 22134-6050

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

**9. FACILITIES REQUIREMENTS – Reference SOW paragraph 3.0.**

**10. PERIOD OF PERFORMANCE -** The anticipated period of performance for this effort is 12 months beginning approximately 9 February 2007. There is one (1) award term option remaining on this task Order.

**11. DFAR 252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (MAY 2006) - ALTERNATE I (MAY 2006)**

(a) Contract line item **0001** is incrementally funded. The sum of **\$330,193.00** is presently available for payment and allotted to this contract. An allotment schedule is contained in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "Termination for Convenience of the Government." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraphs (b)

through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.

(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract	\$ 365,193.00
NTE 05/09 /2007	\$ 141,569.00
NTE 08/09/2007	\$ 235,881.00
NTE 11/09/2007	\$ 235,881.00
<b>TOTAL</b>	<b>\$ 978,524.00</b>

(End of clause)

## SECTION THREE

### STATEMENT OF WORK FOR ANNUAL SUPPORT FOR PROGRAM MANAGER, TEST MEASUREMENT & DIAGNOSTICS EQUIPMENT CALIBRATION TEST MEASUREMENT AND DIAGNOSTICS EQUIPMENT MANAGEMENT SYSTEMS ACQUISITION, LOGISTICS & ADMINISTRATION

**1.0 Scope.** The scope of this effort is to provide on-going technical, analytical, and programmatic support to the Marine Corps Systems Command (MCSC), Program Manager, Test Measurement and Diagnostics Equipment (PM/TMDE). Within this task area are requirements to support the Calibration Test Measurement and Diagnostic Equipment Management Systems (CTMS) Team with strategic business planning and analysis, acquisition logistics and supply system operations, and technology assessments. More general requirements include commodity specific studies; acquisition documentation; and liaison with the MCSC Product Group Directors (PGDs) and logistics bases. Unique facilities requirements for this effort include access to electronics workbenches and power/safety equipment necessary to evaluate TMDE products in a controlled environment, and to ensure safe, secure storage during periods of use.

**1.1 Background.** PM TMDE is responsible for the research, analysis, acquisition, fielding, and lifecycle management of a wide range of calibration test measurement and diagnostic equipment systems, which are provided to the operating forces and supporting establishment. Key support efforts include strategic planning, acquisition campaign plans, acquisition strategy and implementation, resource management, program/project management (to include program documentation), and logistics support efforts. The CTMS section is responsible for the execution of all metrology and calibration programs necessary to support test instruments throughout the Marine Expeditionary Forces and the Supporting Establishment, and life cycle support of the AN/TSM-214 Calibration Facilities, calibration support programs, and weapons systems analysis. Many of these new start efforts are currently being positioned for POM competition, while other programs (e.g., tools sets) are above core. An essential aspect of support will include the development and implementation of a cohesive business approach that ensures strategic positioning of CTMS programs (e.g., POM campaign plans) and improves commercial sourcing and logistics readiness.

**2.0 General Requirements.** The Contractor shall provide continuous support for the CTMS Team initiatives as generally aligned with the percentage effort stipulated:

Activity – Anticipated Percentage	%	Para	Metric
• CTMS Technical & Programmatic Support	56%	2.1.1	
• CTMS Logistics Support	36%	2.1.2	Ref: QASP
• Management & Administration	8%	2.1.3	

The scope of work associated with each of these task activities will vary by program precedent and volume throughout the performance period, although not substantially. The Contractor is responsible for providing suitable expertise to support ongoing responsibilities delineated by activity, as well as variances in the scope of activities. The Contractor shall also appoint a

technical manager to coordinate task activities and to serve as the overall expert for successful completion of this initiative. Administrative support shall be provided as required on a matrix basis.

## **2.1 Specific Requirements.**

2.1.1. CTMS Technical and Programmatic Support. The CTMS Team within PM TMDE is responsible for implementing a comprehensive engineering and programmatic support effort based upon sectional priorities. CTMS efforts will focus on commodity-specific weapons systems test and maintenance support requirements, product assessments, and specialized support (e.g., policy, principles, and management) inclusive of the Marine Corps' LabMate<sup>®</sup> management application. The objective of this integrated effort is to improve the introduction of CTMS capabilities to the OPFORs, ensure logistics support and readiness objectives are attained, and provide an integrated approach to assessing and selecting viable technologies for rapid acquisition and fielding. Within this framework exist requirements to assess viable technologies capable of supporting the acquisition objectives of the calibration and diagnostics equipment (e.g., technical specifications, acquisition documentation, logistics documentation, firmware/software documentation, provisioning documentation and initial spares), and providing SME capabilities to identify emerging technologies and to remedy OPFOR deficiencies. Supporting efforts will include technology and logistics estimates for new equipment, inputs into program documentation, and special efforts to coordinate support in deployed environments. The Contractor is responsible for supporting these activities with expert technical analytical, and logistics support to evaluate candidate technologies and define mission requirements; quantify results using applied modeling and simulation; and assist with developing courses of action and acquisition strategies. Additional effort includes developing, or updating program documentation coincident with schedules, participating in IPTs with subject matter expertise, and coordinating a comprehensive engineering support effort to ensure OPFOR readiness/sustainment goals are achieved.

2.1.2 CTMS Logistics Support. The CTMS team is responsible for implementing a comprehensive logistics support effort on behalf of PM/TMDE. These efforts encompass SME knowledge of electronic and mechanical test equipment support requirements, coordination of logistics efforts at MCLBs, and OPFOR / MCSC liaison to ensure readiness and support objectives are accomplished. Additional efforts include identifying training requirements for new calibration test measurement and diagnostic equipment systems, maintaining accurate configuration status accounting and ensuring that support requirements for new products are thoroughly assessed. The Contractor is responsible for providing expert technical understanding of TMDE CTMS support requirements, analysis of weapons systems requirements, and coordination of support activities on behalf of the PM/TMDE with MCLB-A logistics element managers. Additional effort includes developing, or updating program documentation coincident with schedules, participating in IPTs with subject matter expertise, and coordinating a comprehensive logistics effort to ensure OPFOR readiness/sustainment goals are achieved.

2.1.3 Management and Administration. PM/TMDE is responsible for establishing a cohesive management organization and support framework to execute management of business and technical program initiatives, ensure quality oversight of prime vendor performance (e.g., progress, investment), and coordinating actions among IPTs and other participating activities. Within this framework are specific requirements for general financial management, including business and investment analysis supporting Program Objective Memorandum (POM) development, administrative actions necessary to maintain budget controls and track

performance, and development of budget exhibits, and other products of the Planning, Programming and Budgeting Execution System (PPBES). The Contractor is responsible for supporting the overall effectiveness of the technical management program by developing and maintaining a corresponding Work Breakdown Structure (WBS) consistent with program objective and ensuring (at a minimum) quarterly review of progress and labor usage. Additionally, this includes providing expert technical advisory assistance to program staff, maintaining program infrastructure (e.g., databases, library, exercise information), and producing associated products (e.g., memoranda, reports, supporting documentation) and deliverables delineated in the WBS activities. Key facets of management performance include developing formal processes for reporting performance, ensuring progress of task actions, interfacing with Government customers, and executing in accordance with quality assurance provisions. Specific responsibilities between the Government and Contractor, as well as a final schedule of activities and deliverables shall be coordinated within five (5) days of task order award, reviewed quarterly, and modified only through bilateral agreement.

**3.0 Facilities, Travel, and ODCs.** These efforts will require the Contractor to provide facilities for meetings and IPTs (e.g., 10-30 personnel), as well as a suitable infrastructure to manage program requirements (e.g., computer, telecommunications, document storage, database management, etc.) throughout the course of performance to support the scope of activities. Such facilities are not reimbursed as ODCs and any ancillary charges must be identified in the proposal at the time of submission. Access to Government buildings will be granted for support staff and network accounts established. Travel outside the local region is anticipated and will include USMC bases CONUS and possible OCONUS. Travel will be reimbursed in accordance with the Joint Travel Regulations.

**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 CTMS task 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 CTMS team leader will function as the Technical Representative for this task, and her/his authority will be limited to administering specific technical aspects of the task order. The Technical Representative will not provide direction that is outside the scope of responsibilities delineated under this task order and will defer any conditional interpretations to the CEOss Contracting Officer. The Technical Representative 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 and the standards are delineated by WBS element in the Performance Requirements Survey (PRS) table at Enclosure 1:

- 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.

**4.0 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:

CTMS Technical and Programmatic Support. The Contractor will be evaluated on the product quality of their technical and programmatic support. This includes both draft and final products, quality of analytical findings, and presentations

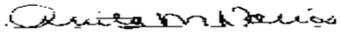
CTMS Logistics Support. . The Contractor will be evaluated on the product quality of their technical and logistics analysis and contribution to the operational effectiveness. This also includes assessment methodology, documentation, and successful close out of operational related issues.

Management & Administration. The Contractor will be evaluated on the quality of their overall technical management strategy; ability to identify and preclude problems, or resolve issues; and effectiveness of their use of resources to meet customer expectations and schedules. This includes the use of corporate quality practices, resolutions of invoice anomalies, WBS compliance, and effectiveness of their overall contract management team.

**Enclosure 1****PERFORMANCE REQUIREMENTS SURVEY (PRS)**

<b>Performance Objective</b>	<b>SOW</b>	<b>Performance Standard</b>	<b>Quality Level<sup>1</sup></b>	<b>Method of Surveillance</b>
CTMS Technical and Programmatic Support.	2.1.1	Acceptable performance has been met when the quality of technical and program support provided by the Contractor has been evaluated as effectively supporting program goals.	Excellent Acceptable Poor	Inspection Analysis Demonstration
CTMS Logistics Support	2.1.2	Acceptable performance has been met when the CTMS logistics and operational support provided by the Contractor has been evaluated as effectively supporting program goals.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Management & Administration	2.1.3	Acceptable performance has been met when the Contractors quality standards and products consistently product acceptable products using optimal resources, compliant with prescribed schedules.	Excellent Acceptable Poor	Inspection Demonstration

<sup>1</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive an rating of .95 or greater.

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER M9545007RC74193		PAGE 1 OF 16	
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 08-Jan-2007		4. ORDER NUMBER 0044		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: SIZE STANDARD:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE  <input type="checkbox"/> 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 EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008		CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO 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>\$1,605,738.00</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 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 EG&G Proposal <input checked="" type="checkbox"/> OFFER DATED <u>02-Jan-2007</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	
						08-Jan-2007	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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
--	--------------------	---------------------------------	--	------------------

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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 Reports FFP PM TMDE Support Services shall be performed in accordance with the attached Statement of Work and the contractor's proposal dated 02 January 2007. FOB: Destination				
				NET AMT	\$0.00
0001AA	ACRN GX - M9545007RC74193 FFP FOB: Destination MILSTRIP: M9545007RC74193 PURCHASE REQUEST NUMBER: M9545007RC74193	950,000	Each	\$1.00	\$950,000.00
				NET AMT	\$950,000.00
	ACRN GX CIN: M9545007RC741930001AA				\$950,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB		605,738	Each	\$1.00	\$605,738.00

Incremental Funding  
FFP

See the Limitation of Government Obligation Clause.  
FOB: Destination

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NET AMT	\$605,738.00
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002					

Travel/ODCs  
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		50,000	Each	\$1.00	\$50,000.00

ACRN GX - M9545007RC74193  
FFP

FOB: Destination

MILSTRIP: M9545007RC74193

PURCHASE REQUEST NUMBER: M9545007RC74193

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NET AMT	\$50,000.00
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ACRN GX

CIN: M9545007RC741930002AA

\$50,000.00
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**DELIVERY INFORMATION**

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 08-JAN-2007 TO 07-JAN-2008	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0001AB	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**

GX: 17711094181 250 67854 067443 2D 418107

COST CODE: 00007RC74193

AMOUNT: \$1,000,000.00

CIN M9545007RC741930001AA: \$950,000.00

CIN M9545007RC741930002AA: \$50,000.00

**AWARD TERMS AND CONDITIONS****SECTION TWO**

- 1. Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES:** Task Order 0044 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).
- 2. 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**

ACRH >>	Labor	Travel/ODC	T&M Support	Total
GX	950000.00	50000.00	0.00	\$1,000,000.00
Total	\$950,000.00	\$50,000.00	\$0.00	\$1,000,000.00

**The total amount of funding available for payment on this task order is \$1,000,000.00.**

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 under this order is:  

**Mr. John Finke (703-432-3248)**  
<mailto:john.finke@usmc.mil>

Inspection and Acceptance of contract deliverables are the responsibility of the project officer or his or her duly authorized representative(s). Moreover, the Project Officer serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues. However, only the Contracting Officer has the authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements. In the event the contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and any cost relating thereto, shall be borne by the contractor.

#### 6. INVOICES:

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2003)", 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: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

Contract: M67854-02-A-9011  
Task Order: 0044

The contractor shall bill labor monthly under CLIN 0001 in accordance with the following invoicing matrix:

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
02/07/2007	129645.0
03/09/2007	129645.0
04/08/2007	129645.0
05/09/2007	129645.0
06/08/2007	129645.0
07/09/2007	129645.0
08/08/2007	129645.0
09/08/2007	129645.0
10/08/2007	129645.0
11/08/2007	129645.0
12/08/2007	129645.0
01/08/2008	129643.0
Total	\$1,555,738.00

**7. DELIVERY DESTINATION:**

Commander, MARCORSYSCOM  
CESS / Attn: Mr. John Finke  
2200 Lester St.  
Quantico, VA 22134-6050

**8. GOVERNMENT FURNISHED PROPERTY (GFP) REQUIREMENTS– Attachment 2**

**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 8 January 2007, with the possibility for one (1) additional terms contingent upon satisfactory performance and compliance with the Quality Assurance Surveillance Plan (QASP).

**1. DFAR 252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (MAY 2006) -  
ALTERNATE I (MAY 2006)**

(a) Contract line item **0001** is incrementally funded. The sum of **\$950,000.00** is presently available for payment and allotted to this contract. An allotment schedule is contained in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "Termination for Convenience of the Government." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.

(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract	\$1,000,000.00
NTE 07/08/2007	\$216,803.50
NTE 10/08/2007	\$388,934.50
<b>TOTAL</b>	<b>\$1,605,738.00</b>

(End of clause)

## **SECTION THREE**

### **STATEMENT OF WORK FOR ANNUAL SUPPORT FOR PROGRAM MANAGER, TEST MEASUREMENT & DIAGNOSTICS EQUIPMENT GENERAL PURPOSE TOOLS & TEST SYSTEMS TEAM ACQUISITION, LOGISTICS & ADMINISTRATION**

**1.0 Scope.** The scope of this effort is to provide on-going technical, analytical, and programmatic support to the Marine Corps Systems Command (MCSC), Program Manager, Test Measurement and Diagnostics Equipment (PM/TMDE). Within this task area are requirements to support the General Purpose Tools and Test Systems (GPT&TS) Team. General support requirements include strategic business planning and analysis, acquisition logistics and supply system operations, technology assessments, commodity specific studies; acquisition documentation; and liaison with the Marine Corps Combat Development Command (MCCDC), OPFORs, and logistics bases. Unique facilities requirements for this effort include access to electronics workbenches and power/safety equipment necessary to evaluate TMDE products<sup>1</sup> in a controlled environment, and to ensure safe, secure storage during periods of use. Additional efforts include on-site support at MCLB, Albany GA and Barstow CA for GPT&TS<sup>2</sup>. FY07 requirements include PM/TMDE engineering and logistics effort for the strategic business planning and analysis, acquisition logistics and supply system operations, technology assessments, commodity specific studies; acquisition documentation; and liaison with the Marine Corps Combat Development Command (MCCDC), and OPFORs. These requirements also include providing commercial product assessments, business case development for PM/TMDE programs; and providing additional financial and administrative support necessary to manage the FY07 Supplemental funding increase.

**1.1 Background.** The GPT&TS Team within PM TMDE is responsible for the research, analysis, acquisition, fielding, and lifecycle management of a wide range of general purpose test systems and tool sets,. Key programs supported within the section include the General Purpose Electronic Test Equipment (GPETE) Program, General Purpose Mechanical Test Equipment (GPMTE) Program and General Purpose Tool Sets & Kits (TS&K) Program. Each of these program consists of many ongoing separate acquisition projects. Additional efforts will focus on assessments of technical products, modifications to OPFOR capabilities (e.g., tool kits, test sets), and enhancements to current maintenance & support capabilities to USMC weapon systems. Critical supports, in light of real world scenarios, include software upgrades to existing test systems and on site analysis of test procedures. Many of these new start efforts are currently being positioned for POM competition, while other programs (e.g., tools sets) are above core. An essential aspect of support will include the development and implementation of a cohesive business approach that ensures strategic positioning of GPT&TS programs (e.g., POM campaign plans) and improves commercial sourcing and logistics readiness.

**2.0 General Requirements.** The Contractor shall provide continuous support for the GT&TS Team initiatives as generally aligned with the percentage effort stipulated:

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<sup>1</sup> Includes access to a digital camera for supporting GPT&TS

<sup>2</sup> Currently, workspaces and equipment are provided for two (2) GPTTS equipment logistics specialists at MCLB-A, and for a part time (e.g. ~.5 FTE) at MCLB-B. This level of support is expected to remain constant throughout the duration of this task.

Activity – Anticipated Percentage		Para	Metric
TMDE Technical & Programmatic Support	60%	2.1.1	
TMDE Logistics Support	30%	2.1.2	Ref: QASP
Management & Administration	10%	2.1.3	

The scope of work associated with each of these task activities will vary by program precedent and volume throughout the performance period, although not substantially. The Contractor is responsible for providing suitable expertise to support ongoing responsibilities delineated by activity, as well as variances in the scope of activities. The Contractor shall also appoint a technical manager to coordinate task activities and to serve as the overall expert for successful completion of this initiative. Administrative support shall be provided as required on a matrix basis.

## 2.1 Specific Requirements.

2.1.1. TMDE Technical and Programmatic Support. The GPT&TS Team within PM TMDE is responsible for implementing a comprehensive engineering and programmatic support effort based upon sectional priorities. GPT&TS efforts will focus on commodity-specific weapons systems test and maintenance support requirements, product assessments, and specialized support (e.g., policy, principles, and management). The objective of this integrated effort is to improve the introduction of TMDE capabilities to the OPFORs, ensure logistics support and readiness objectives are attained, and provide an integrated approach to assessing and selecting viable technologies for rapid acquisition and fielding. Within this framework exist requirements to assess viable technologies capable of supporting the acquisition objectives of the general purpose tools and test systems (e.g., technical specifications, acquisition documentation, logistics documentation, firmware/software documentation, provisioning documentation and initial spares), and providing SME capabilities to identify emerging technologies and to remedy OPFOR deficiencies. Supporting efforts will include technology and logistics estimates for new equipment, inputs into program documentation, and special efforts to coordinate support in deployed environments. The Contractor is responsible for supporting these activities with expert technical analytical, and logistics support to evaluate candidate technologies and define mission requirements; quantify results using applied modeling and simulation; and assist with developing courses of action and acquisition strategies. Additional effort includes developing, or updating program documentation coincident with schedules (e.g. SAMP), participating in IPTs with subject matter expertise, and coordinating a comprehensive engineering support effort to ensure OPFOR readiness/sustainment goals are achieved.

2.1.2 TMDE Logistics Support. The PM/TMDE is responsible for implementing a comprehensive on-site logistics support effort on behalf of GPTTS. These efforts encompass SME knowledge of electronic and mechanical test equipment support requirements, coordination of logistics efforts at MCLBs, and OPFOR / MCSC liaison to ensure readiness and support objectives are accomplished. Additional efforts include identifying training requirements for new general purpose tools and test equipment, maintaining accurate configuration status accounting and ensuring that support requirements for new products are thoroughly assessed. The Contractor is responsible for providing expert technical understanding of TMDE support requirements, analysis of weapons systems requirements, and coordination of support activities on behalf of the PM/TMDE with MCLB-A logistics element managers. Additional effort includes developing, or updating program documentation coincident with schedules, participating in IPTs with subject matter expertise, and coordinating a comprehensive logistics effort to ensure OPFOR readiness/sustainment goals are achieved.

**2.1.3 Management and Administration.** PM/TMDE is responsible for establishing a cohesive management organization and support framework to execute management of business and technical program initiatives, ensure quality oversight of prime vendor performance (e.g., progress, investment), and coordinating actions among IPTs and other participating activities. Within this framework are specific requirements for general financial management, including business and investment analysis supporting Program Objective Memorandum (POM) development, administrative actions necessary to maintain budget controls and track performance, and development of budget exhibits, and other products of the Planning, Programming and Budgeting Execution System (PPBES). The Contractor is responsible for supporting the overall effectiveness of the technical management program by developing and maintaining a corresponding Work Breakdown Structure (WBS) consistent with program objective and ensuring (at a minimum) quarterly review of progress and labor usage. Additionally, this includes providing expert technical advisory assistance to program staff, maintaining program infrastructure (e.g., CAPS, MERIT, TFSMS, TMDE Sites), and producing associated products (e.g., memoranda, reports, supporting documentation) and deliverables delineated in the WBS activities. Key facets of management performance include developing formal processes for reporting performance, ensuring progress of task actions, interfacing with Government customers, and executing in accordance with quality assurance provisions. Specific responsibilities between the Government and Contractor, as well as a final schedule of activities and deliverables shall be coordinated within five (5) days of task order award, reviewed quarterly, and modified only through bilateral agreement.

**3.0 Facilities, Travel, and ODCs.** These efforts will require the Contractor to provide facilities for meetings and IPTs (e.g., 10-30 personnel), as well as a suitable infrastructure to manage program requirements (e.g., computer, telecommunications, document storage, database management, etc.) throughout the course of performance to support the scope of activities. Such facilities are not reimbursed as ODCs and any ancillary charges must be identified in the proposal at the time of submission. Access to Government buildings will be granted for support staff and network accounts established. Support requirements at MCLB Albany GA will be accomplished on-site, in government spaces, and be fully facilitated. The government will not pay relocation or other expenses necessary to establish the support effort at MCLB. Travel outside the local region is anticipated and will include USMC bases CONUS and possible OCONUS. Travel will be reimbursed in accordance with the Joint Travel Regulations.

## 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 PM TMDE task 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 PM TMDE will function as the Technical Representative for this task, and her/his authority will be limited to administering specific technical aspects of the task order. The Technical Representative will not provide direction that is outside the scope of responsibilities delineated under this task order and will defer any conditional interpretations to the CEO's Contracting Officer. The Technical Representative 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 and the standards are delineated by WBS element in the Performance Requirements Survey (PRS) table at Enclosure 1:

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.

**4.0 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:

TMDE Technical and Programmatic Support. The Contractor will be evaluated on the product quality of their technical and programmatic support. This includes both draft and final products, quality of analytical findings, and presentations

TMDE Logistics Support. . The Contractor will be evaluated on the product quality of their technical and logistics analysis and contribution to the operational effectiveness. This also includes assessment methodology, documentation, and successful close out of operational related issues.

Management & Administration. The Contractor will be evaluated on the quality of their overall technical management strategy; ability to identify and preclude problems, or resolve issues; and effectiveness of their use of resources to meet customer expectations and schedules. This includes the use of corporate quality practices, resolutions of invoice anomalies, WBS compliance, and effectiveness of their overall contract management team.

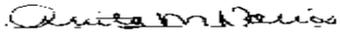
**Enclosure 1**  
**PERFORMANCE REQUIREMENTS SURVEY (PRS)**

<b>Performance Objective</b>	<b>SOW</b>	<b>Performance Standard</b>	<b>Quality Level<sup>3</sup></b>	<b>Method of Surveillance</b>
TMDE Technical and Programmatic Support.	2.1.1	Acceptable performance has been met when the quality of technical and program support provided by the Contractor has been evaluated as effectively supporting program goals.	Excellent Acceptable Poor	Inspection Analysis Demonstration
TMDE Logistics Support	2.1.2	Acceptable performance has been met when the TMDE logistics and operational support provided by the Contractor has been evaluated as effectively supporting program goals.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Management & Administration	2.1.4	Acceptable performance has been met when the Contractors quality standards and products consistently product acceptable products using optimal resources, compliant with prescribed schedules.	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 award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive an rating of .95 or greater.

**Attachment 2 –GFE**

TAM	Manufacturer	Model	Specs	Function	NSN	Serial #
A7025	Hewlet Packard	5350B-001	20GHz	MW Freq Counter	6625-01-275-6268	3049A07280
A7036	Hewlet Packard	33120A-E01	100Hz-15MHz	Function Generator	6625-01-416-4444	US36032738
A7046	Anritsu	68369NV	50M-20GHz	Signal Generator	6625-01-425-2550	12710
A7051	Hewlet Packard	437B	25W 10M-18GHz	MW (CW) Power Meter	6625-01-406-6941	3125U14259
		11708A	30db 50MHz	Reference Attenuator		9519
		8481A	300mW 100M-18GHz	Power Sensor		331BA90627
		8481D	10µW 10M-18GHz	Power Sensor		331BA10420
A7053	Giga-tronics	8541-351	100mW 18GHz	Universal Power Meter	6625-01-381-5741	1830091
		80301A	23dBm 10MHz-18GHz	Power Sensor		
		80350A	23dBm 45MHz-18GHz	Power Sensor		1827843
A7059	PPM inc	R1L-C	2-20KΩ	Ground Resistance Tester	6625-01-377-6166	29396
A7060	Hewlet Packard	Infinium 54825	-3db 500MHz	O'Scope	6625-01-451-8727	US38200286
A7061	Fluke	FLK-199A	200MHz	Hand Held O'Scope	6625-01-473-5174	DM8070430
B7001	Fluke	41B	0-1MVrms, 600KVA	Power Harmonic Analyzer	6625-01-438-5312	D18120056
						D17920028
H7026	Agilent	34401A	0-1,000V	Benchtop Digital Multimeter	6625-01-375-8765	SG41013741
H7029	IDS	72/62MN		Bit Error Tester	6625-01-380-3788	119725
H7030	Fluke	77/BN	0-1,000V	Hand held Digital Multimeter	6625-01-336-3372	82800528
H7270	Tegam	T471	115-700V 50/60Hz	Phase Indicator	6625-00-243-3132	
H7921	Pomona	5748		Universal Adapter Kit	6625-01-421-2510	

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30				1. REQUISITION NUMBER M9545007RC74001		PAGE 1 OF 22				
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 06-Nov-2006		4. ORDER NUMBER 0042		5. SOLICITATION NUMBER		6. SOLICITATION ISSUE DATE		
7. FOR SOLICITATION INFORMATION CALL:			a. NAME			b. TELEPHONE NUMBER (No Collect Calls)		8. OFFER DUE DATE/LOCAL TIME		
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: 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		12. DISCOUNT TERMS Net 30 Days
15. DELIVER TO  <b>SEE SCHEDULE</b>			CODE		16. ADMINISTERED BY  <b>SEE ITEM 9</b>					CODE
17a. CONTRACTOR/OFFEROR EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008			CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022			CODE M67443		FACILITY CODE
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER					18b. SUBMIT INVOICES TO 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>\$3,291,584.00</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 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 EG&G Proposal <input checked="" type="checkbox"/> OFFER DATED <u>26-Oct-2006</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			
							06-Nov-2006			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)			30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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
--	--------------------	---------------------------------	--	------------------

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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 Reports FFP PM-FSS Support Services shall be performed in accordance with the attached Statement of Work and the contractor's proposal dated 26 October 2006. FOB: Destination				
NET AMT					\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN GR - M9545007RC74001 FFP FOB: Destination MILSTRIP: M9545007RC74001	1,099,000	Each	\$1.00	\$1,099,000.00
NET AMT					\$1,099,000.00
ACRN GR					\$1,099,000.00
CIN: M9545007RC740010001AA					

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB	Incremental Funding FFP See Limitation of Government's Obligation. FOB: Destination	1,872,584	Each	\$1.00	\$1,872,584.00

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NET AMT	\$1,872,584.00
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Travel/ODCs 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 GR - M9545007RC74001 FFP FOB: Destination MILSTRIP: M9545007RC74001 PURCHASE REQUEST NUMBER: M9545007RC74001	320,000	Each	\$1.00	\$320,000.00

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NET AMT	\$320,000.00
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ACRN GR CIN: M9545007RC740010002AA	\$320,000.00
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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
0001AB	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 07-NOV-2006 TO 06-NOV-2007	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0001AB	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

GR: 17711094733 250 67854 067443 2D 473313  
COST CODE: 00007RC74001  
AMOUNT: \$1,419,000.00  
CIN M9545007RC740010001AA: \$1,099,000.00  
CIN M9545007RC740010002AA: \$320,000.00

## AWARD TERMS AND CONDITIONS

### SECTION TWO

- 1. Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0042 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.)

- 2. 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
GR	1099000.00	320000.00	0.00	\$1,419,000.00
Total	\$1,099,000.00	\$320,000.00	\$0.00	\$1,419,000.00

**The total amount of funding available for payment on this task order is \$1,419,000.**

- 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 Officers under this order is:

**Mr. Doug Jones (703-432-4057)**  
[Douglas.r.jones1@usmc.mil](mailto:Douglas.r.jones1@usmc.mil)

Inspection and Acceptance of contract deliverables are the responsibility of the project officer or his or her duly authorized representative(s). Moreover, the Project Officer serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues. However, only the Contracting Officer has the authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements. In the event the contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and any cost relating thereto, shall be borne by the contractor.

**6. INVOICES:**

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2003)", 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) applies. 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 Ashcraft 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.ashcraft.ctr@usmc.mil](mailto:kristin.ashcraft.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: M67443  
 Admin Office DoDAAC: M67854  
 Service Acceptor DoDAAC: M67854 Extension ACSS  
 Contract: M67854-02-A-9011  
 Task Order: 0042

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

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
12/07/2006	247632.0
01/07/2007	247632.0
02/06/2007	247632.0
03/08/2007	247632.0
04/07/2007	247632.0
05/08/2007	247632.0
06/07/2007	247632.0
07/08/2007	247632.0
08/07/2007	247632.0
09/07/2007	247632.0
10/07/2007	247632.0
11/07/2007	247632.0
Total	\$2,971,584.00

**7. DELIVERY DESTINATION:**  
 CG MCSC ATTN: Doug Jones

2200 LESTER ST  
QUANTICO, VA 22134

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

**9. FACILITIES REQUIREMENTS – Reference SOW paragraph 3.0.**

**10. PERIOD OF PERFORMANCE -** The period of performance for this effort is 12 months, beginning 7 November 2006. There is one (1) award term option remaining on this task Order.

**11. DFAR 252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (MAY 2006) - ALTERNATE I (MAY 2006)**

(a) Contract line item **0001** is incrementally funded. The sum of **\$1,099,000.00** is presently available for payment and allotted to this contract. An allotment schedule is contained in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "Termination for Convenience of the Government." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraphs (b)

through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.

(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract	\$ 1,419,000.00
NTE 02/06/2007	\$ 624,195.00
NTE 05/11/2007	\$ 624,195.00
NTE 08/11/2007	\$ 624,194.00
<b>TOTAL</b>	<b>\$3,291,584.00</b>

(End of clause)

**SECTION THREE**  
**STATEMENT OF WORK FOR**  
**ARMOR & FIRE SUPPORT SYSTEMS**  
**FIRE SUPPORT SYSTEMS ANNUAL SUPPORT**  
**ACQUISITION, LOGISTICS & ADMINISTRATION**

**1.0 Scope.** The scope of this effort includes technical, analytical, and logistics support for Armor and Fire Support Systems (AFSS), Fire Support Systems Program Office (PM FSS) in the mission areas of targeting (e.g., laser designators, laser rangefinders, target observation systems); firing systems (e.g., M198 Howitzer, Family of Artillery Munitions (FAM)); and survey and meteorological systems (e.g., MMS Profiler, mortar ballistic computer, azimuth and direction finding, meteorological measurement, and acoustic systems). Throughout FY07, support requirements will include general acquisition support to prepare for milestone decisions; technology assessments of commercial items, non-developmental items (NDI) and systems under development; and user evaluations / test support. PM FSS also requires liaison support (e.g. US Army) to assess potential programs for meeting USMC requirements; and supporting USMC responsibilities in connection with joint US Army – USMC (Army led) acquisition/development programs, and providing liaison support for Marine Corps OPFORs on the fielding of FSS equipment. Additional requirements include 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.

1.1 Background. PM FSS is responsible for the acquisition, fielding, and Sustainment of equipment that provides Ground Fire Support capability to the Operating Forces (OPFORs). Within this office responsibilities are distributed between the following teams: Fielded Firing & Targeting Systems and Survey / Meteorological (Survey/Met). Each team is responsible for the life cycle management of several products and project related to their specific fire support functional/mission area. The products and project are in various stages of their life cycle, ranging from pre-milestone A (MS A) to post milestone C (MS C). Key support requirements include developing program strategies (e.g., technical, logistic, contracting, investment, acquisition management) that will enable PM FSS to plan for and execute acquisition, fielding, sustainment, and phase out of fire support and related equipment. System specific requirements include, but are not limited to the M198 Howitzer; M777 Lightweight Howitzer, Ground Counter Fire Sensor (GCFS), Tactical MET Manager, Common Laser Rangefinder (CLRF); Laser Target Designator ; Improved Position Azimuth Determining Systems (IPADS); Mortar Ballistic Computer (MBC); Excalibur; Profiler; and various ammunition and targeting systems initiatives. The FSS programs will rely heavily on CLS while concurrently requiring interface with USMC logistics managers, OPFORs, Industry and other activities to define optimal support strategies. In addition, a PBL approach will be explored for support of FSS programs. A summary of program initiatives listing the significant milestone dates and/or planned activities covered under this SOW is provided at [Attachment 2](#).

**2.0 General Requirements.** The Contractor shall provide continuous support for PM Fire Support Systems initiatives as generally aligned with the percentage effort stipulated:

Activity – Anticipated Percentage	Para	Metric
• Targeting Systems Technical Support	30%	2.1.1
• Fielded Firing Systems Technical Support	20%	2.1.2
• Survey / Meteorological Technical Support	30%	2.1.3
• Technical Publications	5%	2.1.4 Ref: QASP
• Financial Management	5%	2.1.5
• Management & Administration	10%	2.1.6

The scope of work associated with each of these task activities will vary by program precedent and volume throughout the performance period, although not substantially. The Contractor is responsible for providing suitable technical, analytical and acquisition expertise to support ongoing responsibilities delineated by activity, as well as variances in the scope of activities. The Contractor shall also 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.

## 2.1 Specific Requirements.

2.1.1. Targeting Systems Technical Support. The Targeting Systems area is responsible for two ACAT IV level programs, the CLRF and LTD. Critical LTD activities include CPD/Performance Specification verification/evaluation, Milestone C, production, and fielding decisions. Ongoing CLRF initiatives include diode exchanges, New Equipment Technical Training (NETT), fielding support<sup>1</sup>, sustainment planning, and management of the CLRF program as it transitions into the sustainment phase. Additional efforts include the AN/GVS-5 and MULE phase out planning and execution, Joint Enhanced Targeting System (JETS) Milestone A planning, Laser Spot Imager Urgent UNS satisfaction either thru the LTD procurement or thru a contracting action/RFP to competitively select a system that will meet the needs of the TACP UUNS and JCIDS draft documentation support to the Targeting Systems' MCCDC advocate. Development of System Acquisition Management Plans (MCSAMP) Test Evaluation Master Plans (TEMP) and other and supporting acquisition documents to support all efforts as required. Within this framework are responsibilities for technical assessment of product solutions, supportability impacts (e.g., initiation of CLS, maintaining Total Force Management System (TFSMS)), commercial product analysis, and ensuring logistics support elements are considered as complementary elements to product solutions. Additionally, selected alternatives and program strategies must be vetted through a formal IPT process that emphasized suitability for use (e.g., safety, environmental), validation of test results, and comprehensive acquisition documentation commensurate with the ACAT-level of the program. The Contractor is responsible for supporting program activities commensurate with the schedule, objectives, and overall FY07 priorities within the team. With emphasis on NETT, liaison with the OPFORs, and technical product assessments, expert knowledge of USMC concepts of employment coupled with technical understanding of the

<sup>1</sup> A 3-4 person fielding team will be coordinated between the OPFOR units and the MCSC program office. The Government may request (e.g., voluntary participation) the Contractor to support wartime missions, or to deploy in support of unit operations as part of a contingency, or special operation. Attachment 3 identifies conditions and allowable costs currently serving as the basis for establishing a contingency operations sub-task.

product is essential. This expertise will be applied to evaluate commercial / NDI product, support test strategies, and execute the acquisition requirements (e.g., documentation, milestone preparation) associated with program schedule.

**2.1.2 Fielded Firing Systems Technical Support.** The Fielded Firing Systems area covers multiple programs (M198, M2A2 Aiming circle, Family of Artillery Munitions) in planning, coordinating, and executing program and operations support. This includes liaison with the JLW 155 Program Office on fielding, sustainment and lessons learned (e.g. M198). The Team is also responsible for decision and fielding support for the Enhanced Portable Inductive Artillery Fuze Setter (EPIAFS), technical and safety assessments for (FAM) (Excalibur, EPIAFS), including extended range technologies (Army's Advanced Cannon Artillery Ammunition Program), and precision guidance developments (e.g. Guided Integrated Fuse (GIF), Precision Guidance Kit (PGK)), and support to munitions developmental programs (e.g. Insensitive Munitions (IM) compliance). Within this framework, the Contractor is responsible for technical support and expertise to assist in developing investment strategies for Army sponsored programs (e.g. Program Review initiatives) to determine applicability to USMC objectives.. This effort includes the safety and operational risks associated with artillery munitions (e.g. Weapons System Explosive Safety Review Board (WSESRB)), participation in multiple U.S. Marine Corps and U.S. Army IPTs and working groups to assess technologies, and liaison with various support activities (e.g. arsenals and vendor sites) to represent Marine Corps interests. Significant support efforts include business and investment strategies, engineering assessments, resolution of C4I issues (information assurance and certification), acquisition documentation, and logistics support strategies, and life cycle cost estimates. This effort includes providing technical support for the Asset Enterprise Management Information Tool (AEMIT) (AEMIT) development (i.e. beta testing, hardware procurement, fielding and training to the operational forces). Additional AEMIT support requirements include expanding the AEMIT capabilities to GCFS and EFSS, and supporting life cycle sustainment initiatives. . Development of System Acquisition Management Plans (MCSAMP), Test Evaluation Master Plans (TEMP) and other and supporting acquisition documents to support all efforts as required.

**2.1.3 Survey / Meteorological Technical Support.** The Survey/Meteorological (Survey/Met) Team is responsible for several ACAT AAP/III programs, in various phases of the acquisition, technology and logistics life cycle framework per Attachment 2. Critical support requirements include fielding support for the Mortar Ballistic Computer (MBC) - (Lightweight Handheld Mortar Ballistic Computer (LHMBC))<sup>2</sup>. Additional requirements include providing GCFS operations and sustainment support includes program documentation (ACAT IV designation), technical data (pubs), logistics support, (training) and integration with other Command and Control (C2) systems, (i.e. AFADTS, C2PC, FAADC2, etc.). Ongoing support requirements include requirements development from Lessons Learned (OIF), procurement strategies, coordination/execution of logistics activities (manpower and training, New Equipment Training (NETT) activities, configuration management, and disposal of replaced systems (e.g. PADS)) Within this framework are responsibilities for resolution of Command, Control, Communication, Computers and Information (C4I) related issues, and preparation of Pre-Planned Product Improvement (P3I) acquisitions as required. The Contractor is responsible for supporting these logistics activities and providing Course of Action (COA) strategies that support decision-making

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<sup>2</sup> A 3-4 person fielding team will be coordinated between the OPFOR units and the MCSC program office. The Government may request (e.g., voluntary participation) the Contractor to support wartime missions, or to deploy in support of unit operations as part of a contingency, or special operation. Attachment 3 identifies conditions and allowable costs currently serving as the basis for establishing a contingency operations sub-task

by the Project Officer. Emphasis will be on coordination and liaison with the Operating Forces in order to provide technical product assessments, and maintain expert knowledge of Marine Corps operational concepts as they relate to Survey and Meteorology. These activities include liaison, and participation with the OPFORs and the other services to assess technology and develop technical documentation that supports a vision of near and long-term solutions for the Survey/Met community, and act as representation of Marine Corps interests in Integrated Product Team (IPT) meetings and other professional forums. During this period the program office in conjunction with MCCDC will draft CPDs for Marine Artillery Survey Set, tactical MET Manager, and Ground Counter Fire Sensor. The PMO will also prepare all program documentation and planning to conduct Milestone C on these programs. Development of System Acquisition Management Plans (MCSAMP), Test Evaluation Master Plans (TEMP) and other supporting acquisition documents to support all efforts as required.

2.1.4 Technical Publications & Acquisition Documentation Support. The Fire Support Systems (FSS) program office is responsible for establishing a thorough process for identifying program technical manual requirements (e.g. TMs, MIs, TIs, SL-3s, SIs) based upon the risks and complexities associated with their acquisition strategies. Within this process are key requirements for identifying Technical Manual Contract Requirements (TMCRs) associated with both evolving and legacy FSS programs, assessing commercial (e.g., COTS) manuals for suitability and participating in IPTs and other technical forums to ensure compliance issues are addressed. The Contractor is responsible for supporting execution of a comprehensive FSS-centric TM operation that ensures system / program requirements are addressed from a life cycle perspective to include acquire, develop, manage, publish, stock, and distribution of technical publications.

2.1.4.1 Draft Requirements Documentation. The Fire Support Systems (FSS) program office is responsible for developing refining the requirements and defining the acquisition process per applicable instruction. This involves review and interpretation of the Chairman of the Joint Chief of Staff Manual (CJCSM) 3170.01B, Operation of the Joint Capabilities Integration and Development System (JCIDS) which govern the creation of capabilities documents (ICDs, CDDs, CPDs) and DODI 5000.2 as applied to the program. The Contractor shall support this effort by collecting and reviewing existing program documentation, analyzing alternatives, and recommending a COA consistent with program acquisition category, milestone decision points, requirement objectives, and cost/schedule constraints. This also entails coordinating and supporting working groups as needed to outline the process and work out the details.

2.1.5 Financial Management Support. The Fire Support Systems (FSS) program office is responsible for a wide variety of budgetary functions to the Financial Manager in the assistance of his daily transactions is required. These duties will include assistance with the following: Formulation, justification, presentation, and execution of the current budget; Program Objective Memorandum (POM) Development and initiative strategy; Preparation of Procurement and Research (P&R) forms (Budget Exhibits for Procurement (PMC), Operation & Maintenance (O&M), and Research & Development (R&D) to include special exhibits and; Preparation of various budget reports, statistical reports, financial reports and other work performance reports. The candidate will be responsible for the reconciling of various financial data, reports, and validating all commitments, obligations and expenditures. Excellent communicate skills are required for oral and written presentations in a clear and concise manner.

2.1.6 Management & Administration. The Fire Support Systems (FSS) program office is responsible for 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 the overall effectiveness of the technical management program by developing and maintaining a corresponding Work Breakdown Structure (WBS) consistent with program objective and ensuring (at a minimum) quarterly review of progress and labor usage. Additionally, this includes providing expert technical advisory assistance to program staff, maintaining program infrastructure (e.g., databases, library, exercise information), and producing associated products (e.g., memoranda, reports, supporting documentation) and deliverables delineated in the WBS activities. Key facets of management performance include developing formal processes for reporting performance, ensuring progress of task actions, interfacing with Government customers, and executing in accordance with quality assurance provisions. Within this framework are specific requirements for general financial management, including business and investment analysis supporting the Program Objective memorandum (POM) development, administrative actions necessary to maintain budget controls and track performance, and development of budget exhibits, and other products of the Planning, Programming and Budgeting Execution (PPBE). Specific responsibilities between the Government and Contractor, as well as a final schedule of activities and deliverables shall be coordinated within five (5) days of task order award, reviewed quarterly, and modified only through bilateral agreement.

*2.1.6.1 Conference Planning.* The Fire Support Systems program office is responsible for hosting two conferences a year. The Contractor shall support this effort by providing logistics support for personnel participating and attending the FSS conferences. Fire Support Systems hosts two conferences per year. Current planning has both conferences in CONUS, the possibility exist one conference may be outside CONUS in Okinawa Japan.

**3.0 Facilities, Travel, and ODCs.** These efforts will require the Contractor to provide facilities for meetings and IPTs (e.g., 10-30 personnel), as well as a suitable infrastructure to manage program support requirements (e.g., computer, telecommunications, document storage, database management, etc.) throughout the course of performance to support the scope of activities. Such facilities are not reimbursed as ODCs and any ancillary charges must be identified in the proposal at the time of submission. Access to Government buildings will be granted for support staff and network accounts established. Travel outside the local region is anticipated and will include USMC bases CONUS and possible OCONUS. The Contractor is responsible for establishing a sound contingency support operations capability that allows for rapid assessment of OPFOR requirements, coordination with Government principals to identify resources and impacts, and ensuring that selected technical staff is fully capable of supporting operations under stated conditions. Local travel for both prime and team members is reimbursed only from the prime vendor facility to MCSC.

**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 AFSS Fire Support Systems program support task 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 AFSS Fire Support Systems office 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 task order. The Technical Representative will not provide direction that is outside the scope of responsibilities delineated under this task order and will defer any conditional interpretations to the CEOss Contracting Officer. The Technical Representative 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 and the standards are delineated by WBS element in the Performance Requirements Survey (PRS) table at Enclosure 1:

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:

Targeting Systems Technical Support. The Contractor will be evaluated on the quality of their products and applied staff capabilities to accomplish the milestones delineated by priority in the statement of work.

Fielded Firing Systems Technical Support. The Contractor will be evaluated on the quality of their products and applied staff capabilities to accomplish the milestones delineated by priority in the statement of work.

Survey / Meteorological Technical Support. The Contractor will be evaluated on the quality of their products and applied staff capabilities to accomplish the milestones delineated by priority in the statement of work.

Technical Publications Support. The Contractor will be evaluated on the quality and accuracy of their TM products and applied staff capabilities to accomplish the milestones delineated by priority in the statement of work.

Financial Management Support. The Contractor will be evaluated on the quality and accuracy of their Financial Management support and the quality of their financial management documents delineated in the statement of work.

Management & Administration. The Contractor will be evaluated on the quality of their overall technical management strategy; ability to identify and preclude problems, or resolve issues; and effectiveness of their use of resources to meet customer expectations and schedules. This includes the use of corporate quality practices, resolutions of invoice anomalies, WBS compliance, and effectiveness of their overall contract management team.

**Enclosure 1**  
**PERFORMANCE REQUIREMENTS SURVEY (PRS)**

<b>Performance Objective</b>	<b>SOW</b>	<b>Performance Standard</b>	<b>Quality Level<sup>3</sup></b>	<b>Method of Surveillance</b>
Targeting Systems Technical Support	2.1.1	Acceptable performance has been met when the Contractors use of technical staff, consistent quality of product and service deliverables, and compliance with program goals have accepted by the Government.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Fielded Firing Systems Technical Support	2.1.2	Acceptable performance has been met when the Contractors use of technical staff, consistent quality of product and service deliverables, and compliance with program goals have accepted by the Government.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Survey / Meteorological Technical Support	2.1.3	Acceptable performance has been met when the Contractors use of technical staff, consistent quality of product and service deliverables, and compliance with program goals have accepted by the Government.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Technical Publication Support	2.1.4	Acceptable performance has been met when the Contractors use of technical staff, consistent quality of product and service deliverables, and compliance with program goals have accepted by the Government.	Excellent Acceptable Poor	Inspection Analysis Validation Verification
Financial Management	2.1.5	Acceptable performance has been met when the Contractors use of technical staff, consistent quality of product and service deliverables, and compliance with program goals have accepted by the Government.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Management & Administration	2.1.6	Acceptable performance has been met when the Contractors quality standards and products consistently product acceptable products using optimal resources, compliant with prescribed schedules.	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 award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive an rating of .95 or greater.

**Attachment 2 – Tentative Schedule of Events**

<b>Program</b>	<b>Major Milestone/ Event</b>	<b>Tentative date</b>
Laser Target Designator (LTD)	CPD Staffing	1 Nov 06
	MCSAMP Staffing	15 Jan 07
	MS C/Procurement Decision	15 Mar 07
	Fielding Decision	15 Jul 07
	Fielding Start	15 Aug 07
MULE	Phase Out Plan	1 <sup>st</sup> Qtr FY 07
Joint Enhanced Targeting System (JETS)	Monitor and participate in IPTs as required	Ongoing, multiple dates
Common Laser Rangefinder (CLRF)	LRTI Integration/Testing	NLT 1 Dec 06
	Manual Draft Complete	NLT 1 Dec 06
	LRTI Programmatic Integration	15 Feb 07
	MC-SAMP Revision	2d Qtr FY07
	Fielding Support (3-4 CLS Fielding Team)	FY 07
Meteorological Measuring Set (MMS)	Operations and Sustainment	
MMS Profiler (Profiler)/Net-Centric Met	Fielding Decision	3Q06
Lightweight Handheld Mortar Ballistic Computer (LHMBC)	Fielding Decision	TBD
Lightweight Handheld Mortar Ballistic Computer (LHMBC)	Fielding Support (3-4 CLS Fielding Team)	TBD
Survey Information Center (SIC)/Geospatial information center(GIC)	Requirements, Procurement Strategy	
Military GPS- Survey Grade Receiver (GPSS)	Requirements, Procurement Strategy	
Enhanced Portable Inductive Artillery Fuze Setter (EPIAFS)	Technology and Safety Assessments	FY07
Asset Enterprise Management Information Tool (AEMIT)	Sensor Development	FY07
	Fielding Electronic Gun Book	FY07

### Contingency Operations Addendum – Attachment 3

**To assist vendors with Contingency Operations planning, the ACSS is publishing the following guidance along with a checklist of allowable costs (Enclosure 1).**

a) The Contractor, in response to formal tasking, will dispatch technical personnel in support of contingency operations related to SOW requirements. Contingency operations are defined as operations in response to conditions such as political violence, terrorist activity, armed conflicts, insurrection or civil/ military strife. The MCSC ACSS will provide bilateral notification of such contingency operation.

b) When this support is provided, the contractor shall:

1. Identify personnel who will be deploying and provide all required personnel data to the ACSS;
2. Identify the duration of the deployment period for each individual;
3. Comply with authorized Letters of Instruction (LOI's) and other formal guidance published to support the contingency and deemed applicable by the ACSS;
4. Ensure that any personnel deployed to support contingency operations are medically qualified and fit to endure physical conditions associated with the climate, terrain, and operational environment anticipated for the duration of the duty assignment. The employer shall certify in writing that their assigned personnel are fit and qualified to serve in the assignment and have been briefed on the anticipated conditions;
5. Obtain a quote for Defense Base Act Insurance coverage for the affected employees as required by statute and provide this to the ACSS for final authorization/approval to incur any costs. The Government will NOT pay for any additional personal insurance coverage, i.e. riders.
6. Identify any additional contractor furnished equipment for use on the contract not currently covered by the existing task order;
7. Identify any additional medical/immunization requirements, and, if necessary, reimburse the Government for use of military medical services provided to contractor employees;
8. Incur costs in accordance with the attachment and ensure that they are traceable to the affected employees. Only those charges identified in the attachment are considered allowable and reasonable. Costs may only be incurred by the individual during the valid term of his/her visa;
9. Identify any clothing purchased specifically to support contingency operations, which must be approved by the ACSS. No military clothing will be issued to civilian personnel.
10. Ensure that any personnel deployed are not in possession of firearms, explosives or other materials deemed as weapons;

11. Identify any transportation requirements anticipated beyond those provided by the Government.

c) When this support is required, the Government shall:

1. Provide transportation for contractor personnel and baggage to and from the area of operations and transportation within the area of operations, using military transport. If commercial transportation is required, including commercial air or rental car, it will be billable as an ODC. Transportation and travel shall be in accordance with Program Office CINC, CJTF Commander and MAGTF Commander directives and joint travel regulations.

2. Provide necessary equipment anticipated for use in theater (e.g., body armor, helmet, NBC PPE, etc.);

3. Provide Geneva Convention/Identification cards and identification tags (dog tags);

4. Provide full use of the dining facility at any U.S. military installation while in theater;

5. Provide lodging en route to, from and within the area of operations. Billeting shall be in the field with using units if available. If field billeting is not available, hotel accommodations may be billed as an ODC;

6. Allow the contractor the use of government medical facilities in the area of operations, and provide any immunizations that are not commercially available prior to deployment. Ensure contractor immunizations are the same as Marines in the using unit to which the contractor representative is deploying as directed by the Immunization Travel Guide from the Center for Disease Control and DISREPs. Such use will be in accordance with CINC, CJTF Commander or MAGTF Commander directives. Medical evacuations shall be in accordance with CINC, CJTF Commander and MAGTF Commander Directives.

**ENCLOSURE 1****SCHEDULE OF ALLOWABLE COSTS**

No additional profit is allowed on any of the items identified. The identified cost elements are applicable only to those personnel identified in the modification while they are in a deployed status. Deployed status is defined as the legal duration of the individual's visa, or the duration of the work to be performed; whichever completes first. The following costs and the nature of consideration are provided:

<b>Nature of Requirement</b>	<b>Impact to MCSC Task Order</b>	<b>Burden</b>
Travel to Point of Departure	Allowable Cost	G&A
Per Diem while in CONUS	Allowable Cost	G&A
Medical (Physical, Dental, Shots)	Allowable Cost	G&A
Medical – Deployment Area	Covered by Government	None
Identification Cards	Covered by Government	None
Visas, Passports	Allowable Cost	G&A
Per Diem – Deployment Area <sup>4</sup>	\$105/mo. Or \$3.50/day	None
Clothing – Directed Apparel	Allowable Cost	G&A
Additional Tools / Material Work Items <sup>5</sup>	Allowable Cost	G&A
Internet Access / Telephones <sup>6</sup>	Allowable Cost	G&A
Vehicles – Personal Use <sup>7</sup>	Allowable Cost	G&A
International Drivers License	Allowable Cost	G&A
<b>Insurance Charges</b>		
Automobile Insurance – Deployment Area	Allowable Cost	G&A
Life Insurance Riders – Premium Offset <sup>8</sup>	Not Allowable	None
Defense Base Act Coverage	Allowable Cost	G&A
<b>Pay / Other Incentives</b>		
Standard Pay – Billing Rate NTE 12-hrs/day <sup>9</sup>	Allowable Cost	None
Hostile Fire / Imminent Danger Pay	\$225/mo. Per individual	G&A
Tax Exemption - Foreign Earned Income	See IRS Regulations	None

We have reviewed the basis for the hostile fire/imminent danger pay and will support this allowance for individuals in the area of operations during the duration of time that a valid visa is held. These cost elements are applicable to existing task orders issued under the CEOss BPAs and only to those individuals identified by name specifically to support OCONUS operations. All costs will be reimbursed, and allowances paid, only during the time the individual holds a valid visa for the specified country.

<sup>4</sup> Lodging and other incidentals provided by Government / This rate only applies when co-located

<sup>5</sup> Tools and equipment necessary to perform job functions while in the deployment area

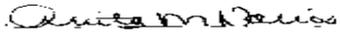
<sup>6</sup> These are allowable charges with the concurrence of the Program Office (these may be substantial).

<sup>7</sup> Vehicle charges are allowable if the vehicle is deemed essential in the performance of the job

<sup>8</sup> ACSS views this as discretionary on the part of the Contractor and not a billable cost

<sup>9</sup> Only those tasks that have been modified with a T&M clause are eligible for the hourly increase



<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30				1. REQUISITION NUMBER M6785407RCAA080		PAGE 1 OF 15	
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 23-Oct-2006		4. ORDER NUMBER 0041		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: 541611 SIZE STANDARD: \$6.5		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 EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008		CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO 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>\$746,843.00</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 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 EG&G Proposal <input checked="" type="checkbox"/> OFFER DATED <u>06-Oct-2006</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	
						23-Oct-2006	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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/Montly Report FFP Labor/Montly Report- PM AMMO, Ammunition Quality Control and Configuration Management Support shall be performed in accordance with the attached Statement of Work and Contractor's proposal October 6, 2006 FOB: Destination				
				NET AMT	\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN GP - M6785407RCAA080 FFP FOB: Destination MILSTRIP: M6785407RCAA080 PURCHASE REQUEST NUMBER: M6785407RCAA080	185,000	Each	\$1.00	\$185,000.00
				NET AMT	\$185,000.00
	ACRN GP CIN: M6785407RCAA0800001AA				\$185,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB		536,843	Each	\$1.00	\$536,843.00

Labor Incrementally Funded  
FFP

See Limitation of Government Obligation Clause, Section Two  
FOB: Destination

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NET AMT	\$536,843.00
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002					

Travel/ODCs  
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		25,000	Each	\$1.00	\$25,000.00

ACRN GP - M6785407RCAA080  
FFP  
FOB: Destination  
MILSTRIP: M6785407RCAA080  
PURCHASE REQUEST NUMBER: M6785407RCAA080

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NET AMT	\$25,000.00
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ACRN GP	\$25,000.00
CIN: M6785407RCAA0800002AA	

**INSPECTION AND ACCEPTANCE TERMS**

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	Government	Destination	Government
0001AA	Destination	Government	Destination	Government
0001AB	N/A	Government	Destination	Government
0002	N/A	Government	Destination	Government
0002AA	Destination	Government	Destination	Government

**DELIVERY INFORMATION**

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 23-OCT-2006 TO 22-OCT-2007	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0001AB	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**

GP: 177110627A0 250 67854 067443 2D M67854  
COST CODE: 24AA7RCAA080  
AMOUNT: \$210,000.00  
CIN M6785407RCAA0800001AA: \$185,000.00  
CIN M6785407RCAA0800002AA: \$25,000.00

AWARD TERMS AND CONDITIONS

**SECTION TWO**

1. **Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0041 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.)
2. **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
GP	185000	25000	0	\$210,000.00
Total	\$185,000.00	\$25,000.00	\$0.00	\$210,000.00

**The total amount of funding available for payment under this task order is: \$210,000.00.**

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 under this order is:

**Troy Wright 703.432.3107**

[troy.k.wright@usmc.mil](mailto:troy.k.wright@usmc.mil)

Inspection and Acceptance of contract deliverables are the responsibility of the project officer or his or her duly authorized representative(s). Moreover, the Project Officer serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues. However, only the Contracting Officer has the authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements. In the event the contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and any cost relating thereto, shall be borne by the contractor.

### **6. INVOICES:**

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2003)", 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 Ashcraft 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.ashcraft.ctr@usmc.mil](mailto:kristin.ashcraft.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: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

**Contract Number: M67854-02-A-9011**

**Task Order: 0041**

**The contractor shall bill labor montly in accordance with the following invoice matrix:**

<b>CLIN 0001 <u>Modify</u> <u>Delete</u></b>	<b>Total</b>
11/23/2006	60154.0
12/23/2006	60154.0
01/23/2007	60154.0
02/22/2007	60154.0
03/24/2007	60154.0
04/23/2007	60154.0
05/24/2007	60154.0
06/23/2007	60154.0
07/24/2007	60154.0
08/23/2007	60154.0
09/23/2007	60154.0
10/23/2007	60149.0
Total	\$721,843.00

**7. DELIVERY DESTINATION:**

CG MCSC ATTN: Troy Wright

2200 LESTER ST

QUANTICO, VA 22134

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

**9. FACILITIES REQUIREMENTS – Reference SOW paragraph 3.0.**

**10. PERIOD OF PERFORMANCE -** The period of performance for this effort is 12 months beginning 23 October 2006. There is one (1) award term option remaining on this task Order.

**11. DFAR 252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (MAY 2006) - ALTERNATE I (MAY 2006)**

(a) Contract line item **0001** is incrementally funded. The sum of **\$185,000.00** is presently available for payment and allotted to this contract. An allotment schedule is contained in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "Termination for Convenience of the Government." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.

(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.

(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.

(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract	\$210,000.00
NTE 01/23/2007	\$178,947.00
NTE 04/23/2007	\$178,947.00
NET 07/23/2007	\$178,949.00

## SECTION THREE

### STATEMENT OF WORK FOR PROGRAM MANAGER AMMUNITION, PROGRAMS AND BUDGETS DIVISION

#### AMMUNITION QUALITY CONTROL AND CONFIGURATION MANAGEMENT

##### Acquisition, Logistics & Administration

**1.0 Scope.** The scope of this effort is to provide ongoing acquisition, business, and analytical support for the Marine Corps Systems Command (MCSC), Program Manager for Ammunition (PMAM), Ammunition Programs & Budget Division (AP&BD) in the development and procurement of safe and effective ammunition and explosives. During FY06, AP&B efforts include assisting with the development of new program starts from emerging technology, configuration management support for the procurement of over 300 different types of ammunition and quality assurance support as part of the Marine Corps on-going efforts to provide the highest quality ammunition to the OPFORs. Additional support requirements include development of comprehensive acquisition documentation and independent analysis and studies of industry capabilities. Ancillary requirements include assistance with PM office management responsibilities (e.g., program schedules, coordination of activities), administration, and information management (e.g., document repository, briefings, electronic media development) and implementation of ammunition "best practices" consistent with the tempo of PM AMMO operations.

**1.1 Background.** MCSC PMAM is tasked to conduct and leverage, research, development, and acquisition activities, and execute post-production life cycle management support for conventional ground ammunition required by Marine Forces to train and conduct Expeditionary Maneuver Warfare. AP&B serves as the foundation for effective and efficient ammunition support in the development and multi-billion dollar procurement of ammunition and explosives for Marine Forces around the globe. AP&B's open partnering with industry and participation in the Joint "Ammunition Enterprise" leverages time, money, and resources in the most expedient manner possible, culminating in a more productive relationship with the defense industry. The U.S. Army, through the Single Manager for Conventional Ammunition (SMCA) serves as the procuring agency for over 75% of the currently fielded ammunitions items. The continuing mission, challenged by Marine Corps tempo of operations, significant supplemental funding, future fielding of munitions intensive weapons systems, and an increasing Marine Corps influence on the Single Manager for Conventional Ammunition Policies and Procedures all require additional levels of acquisition and programmatic support.

**2.0 General Requirements.** The Contractor shall provide technical, business and analytical support as generally aligned with the percentage effort stipulated:

Activity – Anticipated Percentage	Para	Metric
• Program and Acquisition Support	75%	2.1.1
• Quality Assurance Support.	20%	2.1.2
• Management & Administration	5%	2.1.3

Reference: QASP

The scope 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 coordinate 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.

## **2.1 Specific Requirements.**

**2.1.1 Program and Acquisition Support.** The PM of AMMO AP&BD is responsible for planning, coordinating, and executing a comprehensive support program for current, fielded assets, as well as those scheduled for introduction. Critical initiatives will focus on assisting the Infantry Weapons Ammunition Team (IWAT) leader and the Large Caliber Ammunition Team (LCAT) leader in completing budget and programmatic requirements based upon mitigation of obsolescence impacts (technology insertion/refresh), requirements analysis for investment in enhancements (POM strategies, trend analysis and supportability problems), and related issues (cost, technical, schedule) affecting decisions to extend service life or pursue other product solutions. The Contractor is responsible for creating and maintaining a comprehensive support strategy that includes providing sound business analysis of programmatic issues affecting investment/sustainment decisions, and drafting/modifying associated documentation (financial documents) to reflect PM prerogatives, and assisting with the providing subject matter expertise to IPTs and other professional forums. Critical aspects of performance include drafting and updating acquisition documentations and assisting the PM with developing cohesive contract strategies to meet acquisition objectives. This effort includes program management priorities, scheduling, coordination of SME participation, contract strategies focused on acquisition objectives and overall quality of products. The Contractor is responsible for providing necessary expertise to support identified priorities, executing a suitable performance schedule for the effected programs and identifying and coordinating deliverables.

**2.1.1.1. *Configuration Management Support.*** The PM of AMMO AP&BD is responsible for development and approval of a Configuration Management (CM) Master Plan. Within this framework are requirements for staffing, reviewing, and coordinating Technical Data Packages (TDP), (e.g. Engineering Change Proposals (ECPs), Request for Deviations (RFD), and Request for Waivers (RFWs)) affecting Marine Corps ammunition programs. The objective of this effort is to conduct a comprehensive assessment of stakeholder requirements, interfaces, and attendant responsibilities to provide PMAM AP&BD with a clear understanding of the ammunition CM status. Contractor support is required for improving and formalizing the Notice of Ammunition Reclassifications (NAR) and Ammunition Information Notices (AIN) process currently used by the Marine Corps. This includes coordinating NAR and AIN actions and providing recommendations for improving the response time and tracking of these actions.

**2.1.1.2 *Technology Transition Support.*** The PM of AMMO AP&BD is responsible for developing a polymer case technology for the application of small and medium caliber ammunition. This technology is fairly mature and needs to be assessed for insertion into the appropriate munition or family of munitions. The Contractor will develop a business plan for the transition of this polymer case ammunition technology. This plan should look at who the key players are, requirements for facilitation, pros and cons of integrating this technology into different small caliber and medium caliber ammunition, cost and schedules of integrating this technology and potential payoffs. This plan should also include the results of detailed interviews of users and industrial base representatives. These interviews will be conducted as part of the analysis and will focus on the

potential impact resulting from the integration of polymer case technology. Outputs of the technology transition support include; quarterly status briefings and a final report with recommended COAs.

*2.1.1.3 R&D Munitions Roadmap.* PM of AMMO AP&BD is responsible for assisting with on-going research and development efforts for munitions. The Contractor will develop a R&D roadmap of critically required munitions technology for the Marine Corps. This roadmap will capture the current technical deficiencies that exist in all commodities of ammunition for the Marine Corps, current on going efforts in other Services to address these deficiencies, and a prioritized list of technology needs based on future requirements. Contractor support is required to develop this roadmap to examine how technology needs could be addressed through alternative funding methods, (i.e. SBIRs, FCTs, Congressional Adds and DACPs). Outputs of the technology transition support include quarterly status briefings and reports with recommended COAs.

*2.1.1.4 Data Gathering & Analysis.* The PM Ammo of AP&BD is responsible for continuing to study industrial base issues associated with procurement of Marine Corps unique items. Currently PM Ammo support has gone to the development of Section 806 packages for the Marine Corps planned procurements. The Contractor will be required to continue to collect data on the industrial base for the ~25% of the items currently procured outside the SMCA by the Marine Corps. The Contractor shall develop supplier maps and manufacturing data associated with all items currently planned for procurement. Additionally, Contractor support will complete audits of the production lines for the Marine Corps unique items and develop supporting data for Section 806 Packages and coordinate staffing of packages with US Army.

*2.1.2 Quality Assurance Support.* PM AMMO AP&BD is responsible for establishing a quality assurance (QA) program that supports the effective management and identified objectives of Ammunition acquisition programs. Within this framework are requirements to institutionalize QA roles and responsibilities, define business rules and implement processes, and establish a framework to capture performance metrics. The objective of the QA process is to ensure that all program requirements are subjected to the same standards of review and compliance. Such QA measures must also be applied to ensure cost-effective compliance with emerging Marine Corps requirements and program investment goals. The Contractor is responsible for implementing a comprehensive support strategy that ensures implementation and updating of QA standards appropriate with AMMO performance objectives, as well as the overall operational standards established by the AP&BD. Critical facets of performance includes continued development, updating and staffing of a comprehensive Quality Assurance Program Plan that maps top-level guidance (e.g. Statistical Process Control (SPC), Six Sigma, Critical Characteristics) for all elements of Marine Corps ammunition programs to be used in the future. This effort will leverage off of the tremendous amount of work completed in FY06 and will provide details into the strategy that the Marine Corps will take to continually improve the quality of all products developed and procured by AP&BD for the Marine Corps. Ancillary requirements include supporting and coordinating with Joint Ordnance Commanders Group committees, supporting USMC positions for SMCA related ammunition quality issues and serving on industrial base audits of all non-SMCA procured items. This includes coordinating after-action reports by stakeholders (e.g. Contractors, government labs, and other DoD procurement activities) and assisting the PM in resolution of findings.

**2.1.3 Management & Administration.** The PM of AMMO AP&BD office is responsible for establishing a cohesive technical management framework that ensures requirements are executed within program constraints. This includes compliance with ACAT-level oversight guidance, documentation and preparation for program reviews, business planning and technical analysis, coordination of logistics and ancillary support requirements, and oversight of prime vendor performance (e.g., progress, investment), as well as ensuring performance consistent with the provisions of the QASP. The Contractor is responsible for supporting the overall effectiveness of the technical management program, providing expert assistance associated with critical path performance, and providing expert advisory assistance to program staff. The Contractor is responsible for establishing a suitable performance schedule, identifying and coordinating deliverables associated with their analytical approach, ensuring the quality of draft and final products, and maintaining a viable resource pool (e.g., qualified staff). Additionally, the Contractor shall develop a formal process for reporting performance, ensuring progress of task actions, interfacing with Government customers (e.g., memoranda, reports, supporting documentation, WBS compliance, invoicing procedures), and executing in accordance with quality assurance provisions. Specific responsibilities between the Government and Contractor, as well as a final schedule of activities and deliverables, shall be coordinated within five (5) days of task order award, reviewed quarterly, and modified only through bilateral agreement.

**3.0 Facilities, ODCs and Travel Requirements.** 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 facilitization to be included in the GSA rates. Further, if specific models, applications, computer time, etc. are to 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 (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 PMAM AP&BD task. 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.** PMAM AP&BD 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;
- Inspection. A qualification method that is carried out by visual examination of software code, data captured in special test equipment, documentation, or hard copy printouts. The government will inspect software drops for bugs and content; and
- 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.

**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:

Program and Acquisition Support. The Contractor will be evaluated on the effectiveness of their program support strategies and their ability to produce the acquisition documents required for milestone decisions.

Quality Assurance Support. The Contractor will be evaluated on quality of their Quality Assurance methodology, outputs from their analysis, and management of stakeholder issues supporting optimal COA selection.

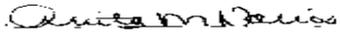
Management & Administration. The Contractor will be evaluated on the quality of their overall technical management strategy, ability to preclude, or resolve issues, and effectiveness of their use of resources to meet planning goals and schedules.

### Enclosure 1

#### PERFORMANCE REQUIREMENTS SURVEY (PRS)

Performance Objective	SOW	Performance Standard	Quality Level <sup>1</sup>	Method of Surveillance
Program and Acquisition Support	2.1.1	Acceptable performance has been met when the Contractor has established a consistent methodology for providing program and acquisition support to meet program objectives within acceptable timeframes defined by the Government.	Excellent Acceptable Poor	Analysis Demonstration
Quality Assurance Support	2.1.2	Acceptable performance has been met when assessment outputs select optimal COA selection, stakeholder priorities, and follow-on program strategies (e.g., BCA).	Excellent Acceptable Poor	Inspection Demonstration
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

<sup>1</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive an rating of .95 or greater.

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30				1. REQUISITION NUMBER SEE SCHEDULE		PAGE 1 OF 15				
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 10-Oct-2006		4. ORDER NUMBER 0040		5. SOLICITATION NUMBER		6. SOLICITATION ISSUE DATE		
7. FOR SOLICITATION INFORMATION CALL:			a. NAME			b. TELEPHONE NUMBER (No Collect Calls)		8. OFFER DUE DATE/LOCAL TIME		
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: SIZE STANDARD:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE  <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)  13b. RATING		12. DISCOUNT TERMS Net 30 Days	
15. DELIVER TO  <b>SEE SCHEDULE</b>			CODE		16. ADMINISTERED BY MCSC CONTRACTING OFFICES CODE: CTQ 2200 LESTER STREET QUANTICO VA 22134-6050		CODE M67854			
17a. CONTRACTOR/OFFEROR EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008			CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER			FACILITY CODE		<input type="checkbox"/> 18b. SUBMIT INVOICES TO 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>\$870,782.00</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 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 <u>EG&amp;G</u> OFFER DATED <u>27-Sep-2006</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			
							10-Oct-2006			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)			30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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	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 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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 FFP Labor/Monthly Report - AFSS SBT Renewal Support shall be performed in accordance with the attached Statement of Work and Contractor's proposal dated 27 September 2006. FOB: Destination				
NET AMT					\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN GJ - M6785407RCAF035 FFP FOB: Destination MILSTRIP: M6785407RCAF035 PURCHASE REQUEST NUMBER: M6785407RCAF035	181,000	Each	\$1.00	\$181,000.00
NET AMT					\$181,000.00
ACRN GJ					\$181,000.00
CIN: M6785407RCAF0350001AA					

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB		181,000	Each	\$1.00	\$181,000.00
	ACRN GK - M9545007RC72008				
	FFP				
	FOB: Destination				
	MILSTRIP: M9545007RC72008				
	PURCHASE REQUEST NUMBER: M9545007RC72008				

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				NET AMT	\$181,000.00
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					\$181,000.00
	ACRN GK				
	CIN: M9545007RC720080001AB				

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AC		181,000	Each	\$1.00	\$181,000.00
	ACRN GL - M9545007RC72007				
	FFP				
	FOB: Destination				
	MILSTRIP: M9545007RC72007				
	PURCHASE REQUEST NUMBER: M9545007RC72007				

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				NET AMT	\$181,000.00
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					\$181,000.00
	ACRN GL				
	CIN: M9545007RC720070001AC				

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AD		168,000	Each	\$1.00	\$168,000.00
	ACRN GM - M9545007RC74002				
	FFP				
	FOB: Destination				
	MILSTRIP: M9545007RC74002				
	PURCHASE REQUEST NUMBER: M9545007RC74002				

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				NET AMT	\$168,000.00
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					\$168,000.00
	ACRN GM				
	CIN: M9545007RC740020001AD				

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AE		146,782	Each	\$1.00	\$146,782.00
	ACRN GN - M6785407RCAB036				
	FFP				
	FOB: Destination				
	MILSTRIP: M6785407RCAB036				
	PURCHASE REQUEST NUMBER: M6785407RCAB036				

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				NET AMT	\$146,782.00
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					\$146,782.00
	ACRN GN				
	CIN: M6785407RCAB0360001AE				

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Travel/ODCs FFP FOB: Destination				
NET AMT					\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002AA	ACRN GM - M9545007RC74002 FFP FOB: Destination MILSTRIP: M9545007RC74002 PURCHASE REQUEST NUMBER: M9545007RC74002	13,000	Each	\$1.00	\$13,000.00
NET AMT					\$13,000.00
	ACRN GM CIN: M9545007RC740020002AA				\$13,000.00

### DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 18-OCT-2006 TO 17-OCT-2007	N/A	N/A FOB: Destination	
0001AA	N/A	N/A	N/A	N/A
0001AB	N/A	N/A	N/A	N/A
0001AC	N/A	N/A	N/A	N/A
0001AD	N/A	N/A	N/A	N/A

0001AE 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**

GJ: 177110627A0 250 67854 067443 2D M67854  
 COST CODE: 14AF7RCAF035  
 AMOUNT: \$181,000.00  
 CIN M6785407RCAF0350001AA: \$181,000.00

GK: 17711092021 250 67854 067443 2D 202105  
 COST CODE: 00007RC72008  
 AMOUNT: \$181,000.00  
 CIN M9545007RC720080001AB: \$181,000.00

GL: 17711092061 250 67854 067443 2D 206105  
 COST CODE: 00007RC72007  
 AMOUNT: \$181,000.00  
 CIN M9545007RC720070001AC: \$181,000.00

GM: 17711094733 250 67854 067443 2D 473313  
 COST CODE: 00007RC74002  
 AMOUNT: \$181,000.00  
 CIN M9545007RC740020001AD: \$168,000.00  
 CIN M9545007RC740020002AA: \$13,000.00

GN: 177110627A0 250 67854 067443 2D M67854  
 COST CODE: 14AB7RCAB036  
 AMOUNT: \$146,782.00  
 CIN M6785407RCAB0360001AE: \$146,782.00

AWARD TERMS AND CONDITIONS

**SECTION TWO**

- 1. Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES:** Task Order **0040** 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.)
- 2. 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
GJ	181000.00	0.00	0.00	\$181,000.00
GK	181000.00	0.00	0.00	\$181,000.00
GL	181000.00	0.00	0.00	\$181,000.00
GM	168000.00	13000.00	0.00	\$181,000.00
GN	146782.00	0.00	0.00	\$146,782.00
Total	\$857,782.00	\$13,000.00	\$0.00	\$870,782.00

Total amount of funding available for payment under this task order is fully funded at \$870,782.00.

- 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 under this order is:

**Mr. Sushil Baluja 703.432.4253**  
[sushil.baluja@usmc.mil](mailto:sushil.baluja@usmc.mil)

Inspection and Acceptance of contract deliverables are the responsibility of the project officer or his or her duly authorized representative(s). Moreover, the Project Officer serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues. However, only the Contracting Officer has the authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements. In the event the contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and any cost relating thereto, shall be borne by the contractor.

### **6. INVOICES:**

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2003)", 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 Ashcraft 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.ashcraft.ctr@usmc.mil](mailto:kristin.ashcraft.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: M67443  
 Admin Office DoDAAC: M67854  
 Service Acceptor DoDAAC: M67854 Extension ACSS  
 Contract Number: M67854-02-A-9011  
 Task Order Number: 0040

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

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
11/18/2006	71482.0
12/18/2006	71482.0
01/18/2007	71482.0
02/17/2007	71482.0
03/19/2007	71482.0
04/18/2007	71482.0
05/19/2007	71482.0
06/18/2007	71482.0
07/19/2007	71482.0
08/18/2007	71482.0
09/18/2007	71482.0
10/18/2007	71480.0
Total	\$857,782.00

**7. DELIVERY DESTINATION:**

CG MCSC ATTN: Sushil Baluja  
 2200 LESTER ST  
 QUANTICO, VA 22134

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

**9. FACILITIES REQUIREMENTS – Reference SOW paragraph 3.0.**

**10. PERIOD OF PERFORMANCE -** The period of performance for this effort is 12 months beginning 18 October 2006. There is one (1) award term option remaining on this task Order.

**SECTION THREE**  
**STATEMENT OF WORK FOR ARMOR AND FIRE SUPPORT SYSTEMS**  
**STRATEGIC BUSINESS TEAM**  
**ACQUISITION, LOGISTICS & ADMINISTRATION**

**1.0 Scope.** The scope of this effort is to provide on-going analytical, programmatic, Integrated Data Environment and logistics support for the Armor and Fire Support Systems Product Group (AFSS - PG14), Strategic Business Team (SBT). During FY07 the emphasis of SBT support will include programmatic and decision support for key AFSS programs; engineering assessments of emerging technologies and continued development of an AFSS technology roadmap; expert engineering oversight for safety and C4I-centric issues, and program and logistics oversight and coordination in preparation for milestone decisions. Support efforts include supporting the current Integrated Digital Environment (IDE) process and transition planning/implementation improvements to meet programmatic objectives and continue to provide an analysis of IDE impacts to AFSS programs of record; and update the Course of Action (COA) assessments based upon USMC and AFSS requirements priorities.

**1.1 Background.** The AFSS Product Group is responsible for the actions of five (5) operationally-centric program offices coordinated through an overarching strategic infrastructure. The SBT operates as a subject matter expert (SME) body within the PG to provide expert application and coordination of integrated strategies that consider business and technical impacts as complementary elements on behalf of the constituent program offices. These offices include Fire Support, Assault Amphibious Vehicle Systems (AAVS), Tank Systems, the High Mobility Artillery Rocket System (HIMARS), and the Expeditionary Fire Support System (EFSS). Strategic Business operation responsibilities include development/update of Strategic business plan, developing IDE and Portfolio Management plans, conducting Risk management studies, Business case Analysis studies, Investment strategies, budgeting and execution plans. Engineering responsibilities span the gamut of AFSS programs and include both specialized requirements for system safety and C4I engineering analysis, as well as applied expertise for prioritized AFSS initiatives. AFSS has elected to use an information technology tool that is a part of the Technology Assessment and Transition Management (TATM) Process developed by the Army Program Executive Office (PEO) for Aviation Technology Road mapping this effort. It is envisioned that this tool can be modified to form the basis of communication between the Requirements, Acquisition and Science and Technology (S&T) communities of the Marine Corps as well as the other services and industry. Logistics responsibilities include process definition and implementation, as well as active interface with logistics to resolve ILS issues.

**2.0 General Requirements.** The Contractor shall provide continuous support for strategic AFSS initiatives as generally aligned with the percentage effort stipulated:

Activity – Anticipated Percentage	Para	Metric
• Strategic Business Operations	45% 2.1.1	
• Specialized Engineering / Logistics Support	40% 2.1.2	Ref: QASP
• Management and Administration	15% 2.1.3	

The scope of work associated with each of these task activities will vary by precedent and volume throughout the performance period, although not substantially. The Contractor is responsible for providing suitable technical, analytical and acquisition expertise to support ongoing responsibilities delineated by activity, as well as variances in the scope of activities. The Contractor shall also appoint a technical manager to coordinate attendant 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.

## **2.1 Specific Requirements.**

**2.1.1. Strategic Business Operations.** The AFSS SBT is responsible for providing the operating program offices with expert technical and business advisory services, course of action decision analysis, and overarching subject matter expertise. Within this framework exist requirements for implementation of MCSC strategic business initiatives (e.g., balanced scorecard, performance metrics, Financial management Analysis, POM analysis, investment analysis), as well as general support for business operations (analysis, market surveillance, business case development). The Contractor is responsible for supporting these activities with expert business analysis and advisory assistance, financial assistance for the SBT, inclusive of developing a business profile (e.g., risk, investment, market strength) for prioritized programs; supporting effective financial positioning in preparation for POM strategies and financial management analysis; developing sound acquisition strategies predicated upon risk and performance; and conducting “what if” analysis to assess various courses of action (COAs). Ancillary actions include reviewing program strategies and documentation to ensure preparedness for milestones; IPT participation in an SME role; and coordination of multiple business initiatives across the five program offices. The Contractor has discretion as to the selection of analytical tools, models, and other applications that may be employed to accomplish the requirements, as well as the use of labor.

**2.1.1.1 IDE and PFM Program Support.** AFSS is also responsible for establishing a cohesive IDE strategy that supports the immediate, mid-term, and long-term (e.g. FY06-FY09) requirements of the Command customer base. This includes integrating AFSS weapon system documentation (hardcopy and electronic) and effective utilization of the current and future MCSC IDE. Additionally, AFSS is also responsible for implementing and executing a Portfolio Management (PFM) Strategy. The Contractor is responsible for supporting these efforts by recommending COAs to increase the effectiveness of the current and changing IDE and PFM assisting facilitating implementation and further refinement and increased use and understanding of current and near term use of these strategies within AFSS while meeting program objectives.

**2.1.2 Specialized Engineering / Logistics Support.** The AFSS SBT is responsible for establishing a systems engineering and logistics program consistent with the technical requirements and operational priorities of the PG. Within this framework are overarching requirements for both system safety and C4I-centric engineering (e.g., AAVC-7, M1A1, EFSS, GCFS and other programs). Analysis/Implementation of TATM interface requirements with Army PEO Aviation and MCSC CIO in support of Technology Road mapping will be required. Ancillary general engineering and logistics efforts include expert analysis of program readiness for milestones, resolution of issues identified during testing, Independent Logistics Assessments (ILA) s and coordination of fielding activities with stakeholders (e.g., MCLB-Albany, OPFORs). The Contractor is responsible for providing SME engineering and logistics support to these critical initiatives consistent with the AFSS systems engineering strategy and coordinated priorities including RTF Database/Supplemental support. Overarching objectives of this effort include

ensuring compliance with program requirements (e.g., Information Support Plan, Information Assurance, specifications, SOW, commercial standards), risk assessments and analytical review of test results, cause-and-effect analysis, and representation at technical forums on key issues.

**2.1.3 Management and Administration.** AFSS SBT Program Office is responsible for establishing a cohesive management organization and support framework to execute management of business and technical attributes of program initiatives, and coordinating actions among IPTs and other participating activities. Supporting actions 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 offices. Within this framework are specific requirements for general financial management and administrative actions necessary to maintain budget controls and track performance, and development of budget exhibits, and other products of the Planning, Programming, Budgeting, and Execution (PPBE) process.

**3.0 Facilities Requirements.** These efforts will require the Contractor to provide facilities for meetings and IPTs (e.g., 10-30 personnel), as well as a suitable infrastructure to manage program requirements (e.g., computer, telecommunications, document storage, database management, etc.) throughout the course of performance to support the scope of activities. Such facilities are not reimbursed as ODCs and any ancillary charges must be identified in the proposal at the time of submission. Access to Government buildings will be granted for support staff and network accounts established. Travel outside the local region is anticipated and will include USMC bases CONUS and possibly OCONUS. Local travel for both prime and team members is reimbursed only from the prime vendor facility to MCSC.

**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 AFSS SBT annual support task. 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 program office will identify a Technical Representative for this task, and her/his authority will be limited to administering specific technical aspects of the task order. The Technical Representative will not provide direction that is outside the scope of responsibilities delineated under this task order and will defer any conditional interpretations to the CEOss Contracting Officer. The Technical Representative 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 and the standards are delineated by WBS element in the Performance Requirements Survey (PRS) table at Enclosure 1:

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:

Strategic Business Operations. The Contractor will be evaluated on the product quality of their engineering, technical, and programmatic and IDE support throughout the performance of the contract .

Specialized Engineering / Logistics Support. The Contractor will be evaluated on the product quality of their safety systems, C4I-centric engineering , Logistics Support, Technology Road Mapping support

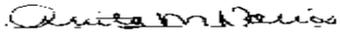
Management and Administration. The Contractor will be evaluated on the quality of their overall technical management strategy; ability to identify and preclude problems, or resolve issues; and effectiveness of their use of resources to meet customer expectations and schedules. This includes the use of corporate quality practices, resolutions of invoice anomalies, WBS compliance, and effectiveness of their overall contract management team.

**Enclosure 1**  
**PERFORMANCE REQUIREMENTS SURVEY (PRS)**

<b>Performance Objective</b>	<b>SOW</b>	<b>Performance Standard</b>	<b>Quality Level<sup>1</sup></b>	<b>Method of Surveillance</b>
Strategic Business Operations	2.1.1	Acceptable performance has been met when the technical and programmatic strategy developed by the Contractor has been accepted by the Government as effectively supporting program goals.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Specialized Engineering / Logistics Support	2.1.2	Acceptable performance has been met when the engineering and logistics products developed by the Contractor has been accepted by the Government as effectively supporting program goals.	Excellent Acceptable Poor	Inspection Analysis Demonstration
Technical Management & Administration	2.1.3	Acceptable performance has been met when the Contractors quality standards and products consistently product acceptable products using optimal resources, compliant with prescribed schedules.	Excellent Acceptable Poor	Inspection Demonstration

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<sup>1</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive an rating of .95 or greater.

<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 12	
2. CONTRACT NO. M67854-02-A-9011		3. AWARD/EFFECTIVE DATE 21-May-2007		4. ORDER NUMBER 0051		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: 541611 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 EG&G SERVICES ROBERT SNYDER 900 CLOPPER ROAD, SUITE 200 GAITHERSBURG MD 20878  TEL. 301-840-3008		CODE 34157		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO 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>\$14,948.00</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 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 EG&G <input checked="" type="checkbox"/> OFFER DATED <u>14-May-2007</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	
						21-May-2007	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ANITA M. NORRIS / CONTRACTING OFFICER TEL: 703-432-3773 EMAIL: anita.norris@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 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
	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	Monthly Labor Report FFP Infantry Weapons Systems Manpower and Training Analysis (IWS MTA) support shall be performed in accordance with the attached Statement of Work and the EG&G's proposal dated 14 May 2007. FOB: Destination				
NET AMT					\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN - HW M9545007RC62301 FFP FOB: Destination MILSTRIP: M9545007RC62301	12,409	Each	\$1.00	\$12,409.00
NET AMT					\$12,409.00
ACRN HW CIN: M9545007RC623010001AA					\$12,409.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Travel/ODC's FFP FOB: Destination				
NET AMT					\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002AA	ACRN - HW M9545007RC62301 FFP FOB: Destination MILSTRIP: M9545007RC62301	2,539	Each	\$1.00	\$2,539.00
NET AMT					\$2,539.00
	ACRN HW CIN: M9545007RC623010002AA				\$2,539.00

### 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 29-MAY-2007 TO 28-SEP-2007	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

HW: 17611092371 250 67854 067443 2D 2371SE  
 COST CODE: 7RC6230113Y0  
 AMOUNT: \$14,948.00  
 CIN M9545007RC623010001AA: \$12,409.00  
 CIN M9545007RC623010002AA: \$2,539.00

## AWARD TERMS AND CONDITIONS

### **SECTION TWO**

- Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0051 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
HW	12409.00	2539.00	0.00	\$14,948.00
Total	\$12,409.00	\$2,539.00	\$0.00	\$14,948.00

The total amount of funding available for payment under this task order is **\$14,948.00**

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 under this order is:

**Richard St Amour (703) 432 - 3726**  
**richard.st amour@usmc.mil**

Inspection and Acceptance of contract deliverables are the responsibility of the project officer or his or her duly authorized representative(s). Moreover, the Project Officer serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues. However, only the Contracting Officer has the authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements. In the event the contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and any cost relating thereto, shall be borne by the contractor.

**6. INVOICES:**

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2003)", 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: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

Contractor Number: M67854-02-A-9011

Task Order: 0051

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

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
06/28/2007	3102.0
07/29/2007	3102.0
08/28/2007	3102.0
09/28/2007	3103.0
Total	\$12,409.00

**7. DELIVERY DESTINATION:**

Commander MCSC PG / IWS  
ATTN: **Richard St Amour**  
2200 LESTER ST  
QUANTICO, VA 22134

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

**9. FACILITIES REQUIREMENTS – Reference SOW paragraph 3.0.**

**10. PERIOD OF PERFORMANCE -** The period of performance for this effort is 4 months beginning 29 May 2007. There is one (1) award term option remaining on this task order, contingent upon the findings of the Quality Assurance Surveillance Plan (QASP).

**SECTION THREE**  
**STATEMENT OF WORK**  
**FOR**  
**INFANTRY WEAPON SYSTEMS**  
**MANPOWER, PERSONNEL AND TRAINING ANALYSIS**  
**AND NEW EQUIPMENT TRAINING**

**Acquisition, Logistics & Administration**

**1.0 Scope.** The scope of this effort is to conduct logistics assessments of the manpower, personnel and training requirements and provide New Equipment Training (NET) needed to support the Non-lethal Tube Launched Munition System 3Q FY07 Fielding. The focus of this effort is to design, develop, and conduct NNET based on the Manpower Personnel and Training plan for the Non-lethal Tube Launched Munition System (NL/TLMS). The final outcome will be the delivery of a NET Package and the conduct of NET in support of NL/TLMS fielding.

**1.1 Background.**

Program Managers have the responsibility to work with the manpower community to evaluate and determine the most efficient and cost effective mix of DoD manpower and/or contractor support personnel available to operate, maintain and support a new system. In addition, they must work with the training community to determine the training requirements and develop options for individual and collective training for operators, maintainers and support personnel placing emphasis on options to enhance user capabilities, maintain skill proficiencies and maximize learning technologies while reducing the cost of training.

The Non-lethal Tube Launched Munition System (NL/TLMS) is a United States Marine Corps initiative managed by the Program Manager, Optics/Non-lethal Systems (ONS), Marine Corps Systems Command (MARCORSYSCOM). The NL/TLMS is a tube launched, vehicle mounted, munition system capable of providing 360° of high volume, non-lethal fires from 80-130 meters during both day and night operations. The NL/TLMS is to be used for crowd control and area denial providing Marine Expeditionary Forces the ability to deter and dissuade errant vehicle operators and personnel from encroaching into security zones providing a means to help determine intent, increase stand-off distance, and increase reaction time. The NL/TLMS will be used primarily by personnel in armored HMMWVs during convoy security operations. The system is being procured in response to an Urgent Universal Needs Statement (UUNS) and is not a program of record. The NL/TLMS is intended to be operated and maintained by a single Marine from any Military Occupational Specialty (MOS) that operates a lethal system. However, the breadth of intended operator MOSs and the proposed maintenance strategy provides a challenge for the program office to address manpower and personnel implications and propose a comprehensive and cost effective training strategy for both operators and maintainers.

**2.0 General Requirements.** For each effort described, the Contractor shall provide analytical, logistics, and administrative support as generally aligned with the percentage effort stipulated:

Activity – Anticipated Percentage	Para	Metric
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New Equipment Training Support	95%	2.1.1	Ref. QASP
Technical Management and Administration	5%	2.1.2	

The scope 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 each task activities and to serve as the overall expert for successful completion of task initiatives. Administrative support shall be provided as required on a matrix basis.

## 2.1 Specific Requirements.

2.1.1 New Equipment Training (NET) Support. [r1] The PM is responsible for providing NET with the fielding of a new weapon system. Using the Manpower, Personnel & Training Plan developed under the previous task as guidance, the Contractor is responsible for designing, developing, coordinating, and delivering NET to receiving units<sup>1</sup> in accordance with the program fielding plan. To support the development of NET the Contractor is responsible for developing a training schedule, lesson plans, student handouts, examinations, and a media presentation for government approval at a minimum of 30 days prior to the start of NET. Training will cover the operator and maintainer job tasks identified in the analysis. The scope of the operator training will include operation of the NL/TLMS in a tactical environment and operator/crew preventive and corrective maintenance. The scope of the maintainer training will cover field level maintenance tasks. The Contractor will support this effort by applying a train-the-trainer methodology. The training should be of sufficient depth and include “hands-on” time with the system to ensure that Marines in receipt of training are qualified to teach others to safely operate the system and take appropriate measures to obtain Contractor-provided maintenance support. Training materials will be developed in accordance with the USMC Systems Approach to Training (SAT) Manual and/or MIL-HDBK-29612. shall submit.

2.1.2 Technical Management & Administration. The PM is responsible for establishing a cohesive management framework that ensures task order activities produce the desired objectives. This includes coordinating stakeholder activities and the process for vetting manpower, personnel and training requirements, capturing resulting recommendations, facilitating the analytical processes necessary to support those recommendations and providing for NET. The Contractor is responsible for establishing a suitable performance schedule, identifying and coordinating deliverables associated with their analytical approach, ensuring the quality of draft and final products, and maintaining a viable resource pool (e.g., qualified staff). Other responsibilities include management of program priorities effecting successful implementation (e.g., schedules, coordination of SME participation across IPTs) and ensuring the overall quality of products and delivery of services. Ancillary requirements include actions required to ensure the effectiveness of the program management framework (e.g., memoranda, reports, supporting documentation), readiness for associated milestones (e.g., 2Q FY07 Fielding), and facilitation of selected solutions. Specific responsibilities between the Government and Contractor, as well as a final schedule of activities and deliverables shall be coordinated within ten (10) days of task order award and shall be modified only through bilateral agreement.

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<sup>1</sup> Notionally there will be a 2 day class taught at Camp Lejeune, NC.

**3.0 Facilities, ODCs and Travel Requirements.** Work efforts in support of the Infantry Weapons and Optics/Non-lethal Systems Programs will be accomplished primarily at the contractor's facilities. The PMs 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 facilitization 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 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 PM Infantry Weapons and PM Optics/Non-lethal Systems efforts. 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 the objectives delineated in the SOW.

**2. Government Surveillance.** PM Infantry Weapons and PM Optics/Non-lethal Systems will each 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 Performance Requirements Survey (PRS), in table 1 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;
- Inspection. A qualification method that is carried out by visual examination of software code, data captured in special test equipment, documentation, or hard copy printouts. The government will inspect software drops for bugs and content; and
- 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.

**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:

New Equipment Training. The Contractor will be evaluated on their ability to coordinate personnel and resources necessary for the conduct of training as well as on the quality of both the training documentation provided and delivery of instruction.

Technical 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.

**Table 1**  
**PERFORMANCE REQUIREMENTS SURVEY (PRS)**

<b>Performance Objective</b>	<b>SO W</b>	<b>Performance Standard</b>	<b><sup>1</sup> Quality Level</b>	<b>Method of Surveillance</b>
New Equipment Training	2.1.1	Acceptable performance has been met when training materials have been accepted by the government no later than 30 days prior to fielding [r2]and the outcome of coordinating and delivering training results in personnel who have successfully mastered the training program objectives.	Excellent Acceptable Poor	Inspection Demonstration
Technical Management & Administration	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, effective reporting, and methods for ensuring immediate resolution of anomalies.	Excellent Acceptable Poor	Inspection Demonstration

<sup>2</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first award term, a contractor must receive a rating of .85 or greater. To qualify for a second award term, a contractor must receive an rating of .95 or greater