

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30				1. REQUISITION NUMBER M0008806RCLR566		PAGE 1 OF 14	
2. CONTRACT NO. M67854-03-A-5158		3. AWARD/EFFECTIVE DATE 27-Sep-2006		4. ORDER NUMBER 0007		5. SOLICITATION NUMBER	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME		b. TELEPHONE NUMBER (No Collect Calls)		8. OFFER DUE DATE/LOCAL TIME	
9. ISSUED BY MARCORSYS COM 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 KALMAN & COMPANY, INC. BARBARA KALMAN 5366 VIRGINIA BEACH BLVD., SUITE 303 VIRGINIA BEACH VA 23462  TEL: 757-461-4292		CODE 0H788		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 checked="" 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  See Schedule					26. TOTAL AWARD AMOUNT (For Govt. Use Only)  \$730,000.00		
<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>Kalman Proposal</u> <input checked="" type="checkbox"/> OFFER DATED <u>25-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)  <i>Anita M. Norris</i>		31c. DATE SIGNED  27-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)**

PAGE 2 OF 14

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

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

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

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY ( <i>Print</i> )		
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT ( <i>Location</i> )	
		42c. DATE REC'D ( <i>YY/MM/DD</i> )	42d. TOTAL CONTAINERS

AUTHORIZED FOR LOCAL REPRODUCTION  
 PREVIOUS EDITION IS NOT USABLE

STANDARD FORM 1449 (REV 4/2002) BACK  
 Prescribed by GSA  
 FAR (48 CFR) 53.212

Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Labor/Montly FFP Phase I SERVMART Support Services shall be performed in accordance with the attached Statement of Work and Contractor's proposal dated 25 September 2006. FOB: Destination				

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NET AMT \$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN DQ - M0008806RCLR566 FFP FOB: Destination MILSTRIP: M0008806RCLR566 PURCHASE REQUEST NUMBER: M0008806RCLR566	404,588	Each		

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NET AMT

ACRN DQ  
CIN: M0008806RCLR5660001AA

(b)(4)

(b)(4)

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	Travel FFP FOB: Destination MILSTRIP: M0008806RCLR566 PURCHASE REQUEST NUMBER: M0008806RCLR566	68,398	Each	(b)(4)	
					NET AMT
					(b)(4)
					ACRN DQ CIN: M0008806RCLR5660002AA

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003	Labor/Monthly Reports FFP Phase II SERVMART Support Services shall be performed in accordance with the attached Statement of Work and Contractor's proposal dated 25 September 2006. FOB: Destination				
					NET AMT
					\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003AA	Labor	257,014	Each	(b)(4)	(b)(4)

Labor  
 FFP  
 FOB: Destination  
 MILSTRIP: M0008806RCLR566  
 PURCHASE REQUEST NUMBER: M0008806RCLR566

NET AMT

(b)(4)

ACRN DQ  
 CIN: M0008806RCLR5660003AA

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	Destination	Government
0001AA	Destination	Government	Destination	Government
0002	N/A	N/A	Destination	Government
0002AA	N/A	N/A	Destination	Government
0003	N/A	N/A	Destination	Government
0003AA	N/A	N/A	Destination	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 29-SEP-2006 TO 28-APR-2008	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
0003	N/A	N/A	N/A	N/A

0003AA N/A

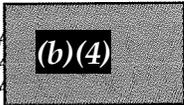
N/A

N/A

N/A

**ACCOUNTING AND APPROPRIATION DATA**

DQ: 176110627A0 000 00027 067443 2D 000000  
 COST CODE: 08806RCLR566  
 AMOUNT: \$730,000.00  
 CIN M0008806RCLR5660001A  
 CIN M0008806RCLR5660002A  
 CIN M0008806RCLR5660003A



AWARD TERMS AND CONDITIONS

SECTION TWO

- 1. Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0007 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
DQ	(b)(4)		0.00	\$730,000.00
Total			\$0.00	\$730,000.00

SECTION TWO

- 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. Tom Upton (703) 614-4760**

**thomas.h.upton@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 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: M67854-03-A-5158

Task Order: 0007

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

CLIN 0001 <b>Modify Delete</b>	Total
10/29/2006	<b>(b)(4)</b>
11/29/2006	
12/29/2006	
01/29/2007	
02/28/2007	
03/30/2007	
04/29/2007	
Total	

**7. DELIVERY DESTINATION:**

Deputy Commandant for Installations and Logistics (DC I&L)  
DC I&L (LR) ATTN: **Tom Upton**  
2 NAVY ANNEX  
WASHINGTON DC 20380-1775

**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 Phase I CLIN 0001 is 07 months and Phase II CLIN 0003 will be determined at a later day beginning per scope of effort. Phase I CLIN 0001 will begin 29 September 2006, with the possibility for two (2) additional terms contingent upon satisfactory performance and compliance with the Quality Assurance Surveillance Plan (QASP).

### SECTION THREE

#### Statement of Work

#### For Analyzing, Planning, and Implementing the Marine Corps Solution for Operating Direct Supply Support Centers/SERVMART

**1.0 Scope** Deputy Commandant for Installations and Logistics (DC I&L) is responsible for providing Direct Support Stock Control (DSSC/Servmart) support to the Operational Forces. This is a two-phase effort intended to provide senior Marine Corps leadership with a Course of Action (COA) on how to manage the Marine Corps Direct Support Stock Control (DSSC/Servmart) process more efficiently. The First Phase of this contract will require the contractor to assist in developing an enterprise solution for fragmented DSSC/Servmart operations. The Second Phase of this effort<sup>1</sup> will be to develop a contracting strategy and a PWS and QASP using the Office of Management and Budget Circular A-76 competition procedures. This effort entails analysis of operational requirements, industry best practices, and other factors contributing to implementation of this an optimal DSSC/Servmart capability within the Marine Corps. The objective outcome of this effort will allow for a detailed comparison of the current logistics processes with the derived benefits of privatization (e.g., value basis), impacts to current and future Marine Corps logistic processes (e.g., schedule / phase-in), and create a baseline for gaining cost / benefit visibility into attendant activities (e.g., cost, risk, return on investment). Collectively, these outputs will provide the Project Officer with a foundation for improved business decision-making and course of action (COA) selection.

**1.1 Background** In the fall of 2005 the Deputy Commandant for Installations and Logistics directed the Marine Corps Logistics Command to baseline the current intermediate-level supply functions, processes, and infrastructures in garrison as they occur across the Marine Corps enterprise. Further guidance was given to catalog any relationships formed between the support establishment and the operational forces and the support provided to these units when not deployed. Finally, the team was tasked with validating all identified T110 retail supply billets as documented in the *FY 2004 Annual Inventory of Inherently Governmental Commercial Activities (IGCA)*. This billet review was requested as part of an A-76 preliminary planning effort involving retail supply operations within the Marine Corps in anticipation of a follow-on A-76 competition. The Team found the following dynamics influencing intermediate-level supply processes:

- Non-standard logistics organizations
- Implementation of A-76 Most Efficient Organizations (MEOs)
- Differing utilization of or lack of base supply officers
- Wide use of contractors to provide intermediate-level supply functions
- Base regionalization though in its infancy
- Military to Civilian Conversion Program
- Duplicate supply structures
- Glut of legacy/outdated Information Technology (IT) systems, many of which do not interface, resulting in very little commonality in command support structures and supply support processes

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<sup>1</sup> Approval by Deputy Commandant for Installations and Logistics is required prior to commencing Phase 2.

- Extensive purchases using the Government Purchase Credit Card for products that should be acquired at a DSSC/Servmart operation
- Individual commands are highly innovative and focused on ensuring mission accomplishment
- There is little evidence of sharing lessons learned between bases and stations.

When it came to the DSSC/Servmart operations, the Team found six distinct operational models were being followed at Marine Corps Bases. These are:

- Servmart inventories owned and managed by the Marine Corps
- Inventories that have been capitalized and are under the management of the General Services Administration (GSA)
- Collaborative partnerships with contractors
- Inventories optimized by contractors
- Inventories owned and managed by Marine Corps Community Services (MCCS)
- Utilizing DSSC/Servmart at other Marine Corps/Service installations

**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
• Business Process Analysis	55% 2.1.1	
• Contract Planning & Execution	35% 2.1.2	Ref: QASP
• Management & Administration Support	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 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. Business Process Analysis The Deputy Commandant for Installations and Logistics is responsible for improving the efficiency and effectiveness of the current DSSC/Servmart practices at Marine Corps Bases. The contractor is required to review and analyze the Government-provided spend analysis for developing potential selection of alternative solutions, including the reported savings and the recommended solution. The objective of this effort is to build a decision support framework, establish a common baseline for future analyses, and identify those COAs that are both affordable and illustrate significant improvement to operational capabilities. The Contractor is responsible for supporting this effort with expert development of a decision support framework (e.g. commodities versus services, enterprise versus regional), inclusive of selection of models; analysis of constituent inputs to the process; and employment of the models to derive highly granular program cost / risk estimates and comparative improvements to "status quo" DSSC/Servmart processes. Each defined COA must provide an empirical basis for contrasting investment, risk, and development schedules, as well as ROI outputs, logically presented in a business case that can be provided to senior Marine Corps leadership. In addition, the contractor shall host a series of three Industry Forums (East Coast, West Coast, Hawaii) and receive Industry feedback on the proposed approach.

**2.1.2 Contract Planning & Execution.** The Deputy Commandant for Installations and Logistics responsible for establishing a cohesive Acquisition Plan for developing an optimum contracting strategy (e.g. Performance Based Work Statement) for garrison services based on the approved COA plan. The Contractor is responsible for developing and documenting on overall contracting strategy and developing a PWS and QASP to be competed under rules prescribed by OMB Circular A-76 for the chosen COA to include procedural steps, organizations or people involved, required inputs and outputs and resources required for each step in the contracting process. Ancillary requirements include analysis of key billet and infrastructure requirements to support the chosen COA to support the contracting strategy and mission requirements.

**2.1.3 Management & Administration.** The PM is responsible for establishing a cohesive technical management framework that ensures task order activities produce the desired objectives. 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 Quality Assurance Surveillance Plan (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., schedules, databases, library, exercise information), and producing associated products (e.g., memoranda, reports, program 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 Other than Direct Charges (ODC)s.** 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, etc.) 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 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., Joint Travel Regulations rates) and travel to operational sites (principally CONUS) may be required. The contractor will also provide finished, multiple copies of relevant documentation (hard copy and/or media).

## 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 Deputy Commandant for Installations and Logistics (DC I&L) 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 Deputy Commandant for Installations and Logistics (DC I&L) project officer will act 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:

**Business Process Analysis.** The Contractor will be evaluated on the effectiveness of their CoA execution and support methodology, inclusive of efficiency of processes, product quality, and compliance with schedules.

**Contract Planning & Execution.** The Contractor will be evaluated on quality of their documentation and contracting strategy, outputs from their analysis, and management of stakeholder issues so as to ensure compliance with schedules.

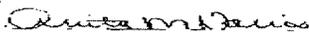
**Management, & Administration.** The Contractor will be evaluated on the quality of their overall technical management strategy, ability to preclude, or resolve issues, and effectiveness of their use of resources to meet planning goals and schedules.

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

Performance Objective	SOW	Performance Standard	Quality Level <sup>2</sup>	Method of Surveillance
Business Process Analysis	2.1.1	Acceptable performance has been met when the operations and support framework and analysis methods, have been accepted by the Government.	Excellent Acceptable Poor	Analysis Demonstration
Contracting Planning and Execution	2.1.2	Acceptable performance has been met when the assessment framework, analysis methods, and COA selection process have been accepted by the Government.	Excellent Acceptable Poor	Analysis 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	Excellent Acceptable Poor	Analysis 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 a rating of .95 or greater.

Performance Objective	SOW	Performance Standard	Quality Level <sup>2</sup>	Method of Surveillance
		inclusive of quality provisions for each of the previous WBS elements, effective reporting, and methods for ensuring immediate resolution of anomalies.		

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19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	SEE SCHEDULE						
25. ACCOUNTING AND APPROPRIATION DATA See Schedule					26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$5,294,970.00		
<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>Kalman Proposal</u> <input checked="" type="checkbox"/> OFFER DATED <u>12-Dec-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	
						14-Dec-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			

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FAR (48 CFR) 53.212

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

PAGE 2 OF 23

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

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

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

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

11a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY ( <i>Print</i> )		
11b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT ( <i>Location</i> )	
		42c. DATE REC'D ( <i>YY/MM/DD</i> )	42d. TOTAL CONTAINERS

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Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Labor FFP Labor/Monthly Reports - NBCD BA Renewal Support Services Shall be performed in accordance with the attached Statement of Work and the Contractor's Proposal dated 12 December 2006. FOB: Destination				
				NET AMT	\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE
0001AA	ACRN EA - MIPR7CDAR6D033 FFP FOB: Destination MILSTRIP: MIPR7CDAR6D033 PURCHASE REQUEST NUMBER: MIPR7CDAR6D033	2,580	Each	

(b)(4)

NET AMT

(b)(4)

ACRN EA  
CIN: MIPR7CDAR6D0330001AA

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT
0001AB	ACRN EB - MIPR7CDAR6X016 FFP FOB: Destination MILSTRIP: MIPR7CDAR6X016 PURCHASE REQUEST NUMBER: MIPR7CDAR6X016	22,736.06	Each

UNIT PRICE	AMOUNT
(b)(4)	(b)(4)

NET AMT

(b)(4)

ACRN EB  
CIN: MIPR7CDAR6X0160001AB

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT
0001AC	ACRN EC - MIPR7CDAR6K36 FFP FOB: Destination MILSTRIP: MIPR7CDAR6K036 PURCHASE REQUEST NUMBER: MIPR7CDAR6K036	50,580	Each

UNIT PRICE	AMOUNT
(b)(4)	(b)(4)

NET AMT

(b)(4)

ACRN EC  
CIN: MIPR7CDAR6K0360001AC

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT
0001AD	ACRN ED - MIPR7CDAR6Y003 FFP FOB: Destination MILSTRIP: MIPR7CDAR6Y003 PURCHASE REQUEST NUMBER: MIPR7CDAR6Y003	75,877.57	Each

UNIT PRICE	AMOUNT
(b)(4)	(b)(4)

NET AMT

ACRN ED  
CIN: MIPR7CDAR6Y0030001AD

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT
0001AE	ACRN EF - MIPR7CDAR5Q063 FFP FOB: Destination MILSTRIP: MIPR7CDAR5Q063 PURCHASE REQUEST NUMBER: MIPR7CDAR5Q063	78,576.03	Each

UNIT PRICE	AMOUNT
(b)(4)	(b)(4)

NET AMT

ACRN EF  
CIN: MIPR7CDAR5Q0630001AE

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT
0001AF	ACRN EG - MIPR7CDAR5V002 FFP FOB: Destination MILSTRIP: MIPR7CDAR5V002 PURCHASE REQUEST NUMBER: MIPR7CDAR5V002	127,000	Each

UNIT PRICE	AMOUNT
(b)(4)	(b)(4)

NET AMT

ACRN EG  
CIN: MIPR7CDAR5V00200010001AF

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT
0001AG	ACRN EH - MIPR7CDAR6J033 FFP FOB: Destination MILSTRIP: MIPR7CDAR6J033 PURCHASE REQUEST NUMBER: MIPR7CDAR6J033	189,355.71	Each

UNIT PRICE	AMOUNT
(b)(4)	(b)(4)

NET AMT

ACRN EH  
CIN: MIPR7CDAR6J0330001AG

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT
0001AH	ACRN EJ - MIPR7CDAR7J006 FFP FOB: Destination MILSTRIP: MIPR7CDAR7J006 PURCHASE REQUEST NUMBER: MIPR7CDAR7J006	752,714.63	Each

UNIT PRICE	AMOUNT
(b)(4)	(b)(4)

NET AMT

ACRN EJ  
CIN: MIPR7CDAR7J0060001AH

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT
0001AJ	ACRN EK - MIPR7CDAR6A025 FFP FOB: Destination MILSTRIP: MIPR7CDAR6A025 PURCHASE REQUEST NUMBER: MIPR7CDAR6A025	50,580	Each

UNIT PRICE	AMOUNT
(b)(4)	(b)(4)

NET AMT

ACRN EK  
CIN: MIPR7CDAR6A0250001AJ

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AK	Labor - Incrementally Funded FFP See Limitation of Government Obligation Clause, Section Two FOB: Destination	3,794,970	Each	(b)(4)	(b)(4)

NET AMT

(b)(4)

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 EJ - MIPR7CDAR7J006 FFP FOB: Destination MILSTRIP: MIPR7CDAR7J006 PURCHASE REQUEST NUMBER: MIPR7CDAR7J006	150,000	Each	(b)(4)	(b)(4)

NET AMT

(b)(4)

ACRN EJ  
CIN: MIPR7CDAR7JJ0060002AA

## 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	N/A	N/A	N/A	Government
0001AB	N/A	N/A	N/A	Government
0001AC	N/A	N/A	N/A	Government
0001AD	N/A	N/A	N/A	Government
0001AE	N/A	N/A	N/A	Government
0001AF	N/A	N/A	N/A	Government
0001AG	N/A	N/A	N/A	Government
0001AH	N/A	N/A	N/A	Government
0001AJ	N/A	N/A	N/A	Government
0001AK	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 15-DEC-2006 TO 14-DEC-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
0001AF	N/A	N/A	N/A	N/A
0001AG	N/A	N/A	N/A	N/A
0001AH	N/A	N/A	N/A	N/A
0001AJ	N/A	N/A	N/A	N/A
0001AK	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

EA: 9760002601 65Y 5YAP 3067000000 25GY 12YA12 MIPR7CDAR6D033 YA1212 S44008  
AMOUNT (b)(4)  
CIN MIPR7CDAR6D033000

EB: 9760002601 65Y 5YAP 3067000000 25GY 12YA30 MIPR7CDAR6X016 YA3012 S44008  
AMOUNT (b)(4)  
CIN MIPR7CDAR6X0160001A

EC: 9760002601 65Y 5YAP 3067000000 25GY 12YA05 MIPR7CDAR6K036 YA0512 S44008  
AMOUNT (b)(4)  
CIN MIPR7CDAR6K0360001A

ED: 9760002601 65Y 5YAP 3067000000 25GY 12YA29 MIPR7CDAR6Y003 YA2912 S44008  
AMOUNT (b)(4)  
CIN MIPR7CDAR6Y0030

EE: 97503002601 55Y 5YAP 3067000000 25GY 12YA22 MIPR7CDAR5Q063 YA2212 S44008  
AMOUNT (b)(4)  
CIN MIPR7CDAR5Q06300

EG: 97503002601 55Y 5YAP 3067000000 25GY 12YA25 MIPR7CDAR5V002 YA2512 S44008  
AMOUNT (b)(4)  
CIN MIPR7CDAR5V0020001A

EH: 9760002601 65Y 5YAP 3067000000 25GY 12YA21 MIPR7CDAR6J033 YA2112 S44008  
AMOUNT (b)(4)  
CIN MIPR7CDAR6J0330001A

EJ: 97703002601 75Y 5YAP 3072000000 25GY 12YA21 MIPR7CDAR7J006 YA2112 S44008  
AMOUNT (b)(4)  
CIN MIPR7CDAR7J0060001A  
CIN MIPR7CDAR7JJ0060002A

EK: 97604002601 65Y 5YAP 50604384BP0 25GY 12YA05 MIPR7CDAR6A025 YA0512 S44008  
AMOUNT (b)(4)  
CIN MIPR7CDAR6A025000

AWARD TERMS AND CONDITIONS

SECTION TWO

- 1. Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES:** Task Order 0008 is issued as a FIXED PRICE order for Labor (CLIN 0001), 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
EA		0.00	0.00	(b)(4)
EB		0.00	0.00	
EC		0.00	0.00	
ED		0.00	0.00	
EF		0.00	0.00	
EG		0.00	0.00	
EH		0.00	0.00	
EJ	(b)(4)		0.00	
EK		0.00	0.00	
Total			\$0.00	

The total amount of funding available for payment on this task order is

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:

Ms. Terry Walker (703) 432-3178  
[terry.l.walker@usmc.mil](mailto:terry.l.walker@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 Ashcraft and can be reached on 703-432-3793.

Additionally, upload a copy of your invoice into eP2 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: **HQ0302**

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

Contract Number: M67854-03-A-5158

Task Order Number: 0008

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

<b>CLIN 0001 <u>Modify Delete</u></b>	<b>Total</b>
01/15/2007	<b>(b)(4)</b>
02/14/2007	
03/16/2007	
04/15/2007	
05/16/2007	
06/15/2007	
07/16/2007	
08/15/2007	
09/15/2007	
10/15/2007	
11/15/2007	
12/15/2007	
Total	

**7. DELIVERY DESTINATION:**

Commander, MARCORSYSCOM  
PG 16 ATTN Ms. Terry Walker  
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 15 December 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 (b)(4) 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.

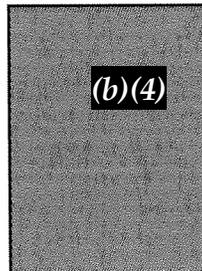
(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract

NTE 03/15/2007

NTE 06/15/2007

NTE 09/15/2007



(End of clause)

**SECTION THREE**

**Statement of Work for  
 Annual Support for Chemical Biological Defense  
 and Program Manager, Nuclear, Biological & Chemical Defense  
 Business & Analytical Support**

**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, Nuclear, Biological, and Chemical Defense (PM/NBCD) and the Joint Program Manager, Individual Protection (JPM/IP), Joint Program Executive Office, Chemical/Biological Defense (CBD). Objectives of this effort include instituting complementary business processes aligned with strategic technical objectives, providing subject matter expertise (SME) logistics (e.g. supply chain planning), cost engineering for key programs, business case development supporting procurement planning, and expert risk and investment analysis. Additional effort will focus on supporting the Joint Integrated Data Environment (IDE) with on-site user support (e.g., 200 user base) and application customization.

**1.1 Background.** JPM/IP is responsible for all services OPFORS, through the JPEO/CBD, with acquisition and life cycle management. PM/NBC is responsible for providing the OPFORS with acquisition and lifecycle management of all Marine Corps NBC systems, support equipment, and operations. This requirement encompasses individual protection programs, reconnaissance and test support systems, contamination avoidance, consequence management, biomedical support, and decontamination and collective protection systems. There is significant emphasis on Joint program requirements oversight and coordination associated with all program efforts under this office. A summary of program initiatives covered under this SOW is provided at Attachment 2.

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

<b>Activity – Anticipated Percentage</b>	<b>Para</b>	<b>Metric</b>
Strategic Business & Operations Support	50%	2.1. 1
Specialty Engineering & Logistics Support	40%	2.1. 2
Management & Administration	10%	2.1. 3

Ref: QASP

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. Strategic Business & Operations Support.** The NBCD Strategic Business Team (SBT) and Operations Cell is responsible for supporting its constituent programs with expert technical and business advisory services, course of action decision analysis, and overarching subject matter

expertise in critical functional areas that affect a broad cross-section of programs. Within this framework exist requirements for implementation of strategic business initiatives (e.g., balanced scorecard, performance metrics, investment analysis), as well as general support for business operations (analysis, market surveillance, business case development), and expert procurement planning based upon strategic planning objectives. The principal objectives of this effort include institutionalizing an empirical decision-support framework (e.g., risk, cost, critical path, "what if" scenario simulations, etc.) and establishing the processes and mechanics necessary to execute program goals based upon empirical measures of effectiveness. Administrative requirements include financial administration (e.g., documentation, tracking, reclama) associated with Joint program management (e.g., "purple" dollar programs) and general operations support to the program office. The Contractor is responsible for supporting these activities with expert business analysis supporting course of action selection, program optimization modeling, and procurement planning recommendations based upon NBCD program objectives. Critical facets of support include instituting process mechanics for Joint oversight compliance (e.g., programmatic, financial), POM development, general budget and financial administration, and SME representation on matters of business and investment associated with program milestones.

**2.1.2 Specialty Engineering & Logistics Support.** The NBCD Strategic Business Team (SBT) and Operations Cell is responsible for establishing a technical support framework to provide expert cost engineering (e.g., industrial engineering quality assessments) for critical Joint oversight programs, integrating a formal supply chain management process that ensures program life cycle (e.g., planning through retirement) requirements are adequately considered in prime vendor products, and executing a viable science and technology management effort (e.g., SBIRs, advanced research project investment, etc.) on behalf of the program office. Within this framework exist requirements to support investment decisions supporting technology selection and insertion in on-going programs, logistics assessments that optimize new supply chain technologies and practices, and initiation of a formal science and technology management effort for NBCD programs. The Contractor is responsible for supporting this effort with expert cost engineering and analysis of NBCD programs, ensuring that Joint requirements and impacts are adequately considered at all phases of development. Logistics efforts must consider the current roles and responsibilities of Marine Corps and US Army institutions, as well as evolving supply chain concepts (e.g., industry best practices, value-chain economics) that will optimize support for planned capabilities. Science and technology efforts must consider concurrent US Army and other research and development efforts that can be leveraged into a formal program of managed initiatives concurrent with program schedules.

**2.1.3 Management and Administration.** JPM/IP-PM/NBCD 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, monthly status reports), 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 business/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. 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.** The Contractor is responsible for providing suitable facilities for meetings and IPTs (e.g., 20-40 personnel), and 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 (CONUS) is anticipated. Local travel for both prime and team members is reimbursed only from the prime vendor facility to the PM office. Some aspects of support are likely to require the Contractor to provide "on-site" staff for varying durations of time. When this is the case, the Government will facilitate staff with workspaces, computers, LAN accounts, and access to telephone service. Laptops, cellular phones, and other items of convenience are not reimbursable as ODCs.

## 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 NBCD Program Office. 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 NBCD Program Manager will appoint a technical representative 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:

Strategic Business & Operations Support. The Contractor will be evaluated on product quality of their strategic business and operations support for the NBCD Program Office. This includes draft and final products, quality of analytical findings, and presentations.

Specialty Engineering & Logistics Support. The Contractor will be evaluated on the product quality of their special engineering and logistics support and analysis of their findings to the NBCD Program Office. 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.