

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. M67854-05-A-5180		3. AWARD/EFFECTIVE DATE 04-Apr-2007		4. ORDER NUMBER 0004		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 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		12. DISCOUNT TERMS Net 30 Days			
15. DELIVER TO SEE SCHEDULE		CODE		16. ADMINISTERED BY SEE ITEM 9		CODE					
17a. CONTRACTOR/OFFEROR EDO PROFESSIONAL SERVICES, INC. DIANA WALDORF 2800 SHIRLINGTON ROAD, SUITE 1200 ARLINGTON VA 22206 TEL. 7038245000		CODE 1F9R6		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER P.O. BOX 369022 ATTN: KANSAS - M67443 COLUMBUS OH 43236-9022		CODE M67443					
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <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	
		SEE SCHEDULE									
25. ACCOUNTING AND APPROPRIATION DATA See Schedule						26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$826,832.00					
<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 EDO Proposal <input checked="" type="checkbox"/> OFFER DATED 02-Apr-2007 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 04-Apr-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
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 <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
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38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
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41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY (<i>Print</i>)		
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT (<i>Location</i>)	
		42c. DATE REC'D (YY/MM/DD)	42d. TOTAL CONTAINERS

Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Labor/Monthly Report FFP Marine Air Ground Task Force Command and Control Logistics Support Service shall be performed in accordance with attached Statement of Work and EDO proposal dated 2 April 2007. FOB: Destination				
				NET AMT	\$0.00
0001AA	ACRN AE - M9545007RCR6FL2 FFP FOB: Destination MILSTRIP: M9545007RCR6FL2 PURCHASE REQUEST NUMBER: M9545007RCR6FL2	307,134	Each	\$1.00	\$307,134.00
				NET AMT	\$307,134.00
	ACRN AE CIN: M9545007RCR6FL20001AA				\$307,134.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB	ACRN AF - M9545007RCR7CW4 FFP FOB: Destination MILSTRIP: M9545007RCR7CW4 PURCHASE REQUEST NUMBER: M9545007RCR7CW4	505,636	Each	\$1.00	\$505,636.00

NET AMT	\$505,636.00
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ACRN AF CIN: M9545007RCR7CW40001AB	\$505,636.00
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Travel/ODCs FFP FOB: Destination				

NET AMT	\$0.00
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002AA	ACRN AE - M9545007RCR6FL2 FFP FOB: Destination MILSTRIP: M9545007RCR6FL2 PURCHASE REQUEST NUMBER: M9545007RCR6FL2	14,062	Each	\$1.00	\$14,062.00

NET AMT	\$14,062.00
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ACRN AE CIN: M9545007RCR6FL20002AA	\$14,062.00
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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 04-APR-2007 TO 03-APR-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

AE: 1761319M7KC 260 67854 067443 2D C2273B
 COST CODE: 45007RCR6FL2
 AMOUNT: \$321,196.00
 CIN M9545007RCR6FL20001AA: \$307,134.00
 CIN M9545007RCR6FL20002AA: \$14,062.00

AF: 1771319M7KC 260 67854 067443 2D C2270J
 COST CODE: 45007RCR7CW4
 AMOUNT: \$505,636.00
 CIN M9545007RCR7CW40001AB: \$505,636.00

AWARD TERMS AND CONDITIONS

SECTION TWO

1. **Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0004 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
AE	307134.00	14062.00	0	\$321,196.00
AF	505636.00	0	0	\$505,636.00
Total	\$812,770.00	\$14,062.00	\$0.00	\$826,832.00

The total amount of funding available for payment under this task order is: **\$826,832.00.**

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 Officers under this order is:

Maj. Jack E. Mades (703) 432-4053

john.mades@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 eP² using the embedded feature, then send email notification of your invoice postings to 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: M67854-05-A-5180

Task Order Number: 0004

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

CLIN 0001 <u>Modify Delete</u>	Total
05/05/2007	67731.0
06/04/2007	67731.0
07/05/2007	67731.0
08/04/2007	67731.0
09/04/2007	67731.0
10/04/2007	67731.0
11/04/2007	67731.0
12/04/2007	67731.0
01/04/2008	67731.0
02/03/2008	67731.0
03/04/2008	67731.0
04/03/2008	67729.0
Total	\$812,770.00

7. DELIVERY DESTINATION:

Commander MCSC ATTN: LtCol Mullin
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 4 April 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
MARINE AIR GROUND TASK FORCE
COMMAND AND CONTROL LOGISTICS SUPPORT
ACQUISITION, LOGISTICS & ADMINISTRATION

1.0 Scope. The scope of this effort includes analytical, acquisition, administrative and logistics support for the MAGTF C2 Weapons and Sensors Development and Integration (MC2I) Product Group, and the Marine Air Ground Task Force Command and Control System (MC2S) Program Management Office (PMO), Marine Air Ground Task Force Command and Control (MAGTF C2) for their system of system approach, which includes the Common Aviation Command and Control System (CAC2S), Command and Joint Tactical COP (Common Operational Picture) Workstation (JTCW). Throughout FY07, support requirements will include general acquisition support to prepare for milestone decisions; engineering support to include participation on IPTs, logistics support analysis and coordination of logistic issues with MCCDC for JCDIS product development, Doctrine, Organization, Training, Materiel, Leadership and Education, Personnel and Facilities (DOTMLPF) assessments and general management and administrative assistance.

1.1 Background. Marine Requirements Oversight Council (MROC) Decision Memorandums (DMs) 39-2004 and 29-2005 stipulate the management of C2 across the MAGTF will be handled as an investment portfolio, where the current 56 systems will migrate/integrate into MAGTF C2. The MC2I Product Group and the MC2S PM is responsible for fusing the Marine Corps aviation and ground command and control (C2) systems into a single solution that is transparent to the Warfighter. The MC2S will provide a capability that allows operators to integrate Marine aviation and ground C2 elements into joint and combined air/ground operations in support of Operational Maneuver FromThe Sea (OMFTS), Ship to Objective Maneuver (STOM), Sustained Operations Ashore (SOA), and Other Expeditionary Operations (OEO). MC2S will provide tools that perform aviation and ground C2 planning and execution functions in a positive control environment, as well as a common suite of tactical facilities, equipment, and interfaces for a system that will replace the legacy command and control equipment currently associated with virtually all of the MAGTF C2 units. MC2S will provide the means to scale capability up or down by arranging individual communications, processing and display, sensor interface, and shelter modules to meet mission requirements. Key MC2S responsibilities are to identify current systems interdependencies and enhancements required to integrate legacy and new equipment, and to develop "end to end C2 strategy" for the MC2S. Engineering responsibilities span the gamut of MC2S programs and include both requirements for system software engineering analysis, risk reduction, requirements traceability, as well as subject matter expertise (SME) for prioritized initiatives. This includes analyzing the span of required capabilities from tactical to operational requirements for both the MAGTF C2 COC incorporating requirements for the existing Tactical Data Network (TDN) and other Program of Records (PORs) that currently support the Network Services including the enhanced global strategic access to the Global Information Grid (GIG). Currently, there exists a proliferation of stovepipe, non-integrated Command and Control Systems and software. This approach has severely limited the capability to support the infrastructure in garrison or transmission waveforms possibly required in all environments. The MAGTF C2 "end to end" strategy is a methodology for delivering a capability that is built from the MAGTF Commander's perspective and provides an "end to end", fully integrated cross-functional set of MAGTF C2 capabilities that include forward deployed as well as reach back functions.

2.0 General Requirements. The Contractor shall provide continuous support for Marine Corps Air Ground (MAGTF) Command and Control (C2) Systems initiatives as generally aligned with the percentage effort stipulated:

Activity – Anticipated Percentage	Para	Metric
• Logistics Analysis & Technical Support	50%	2.1.1
• Training & Curriculum Assessments	30%	2.1.2 Ref: QASP
• Management & Administrative Support	20%	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 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. Logistics Analysis & Technical Support. The Program Office is responsible for MAGTF C2 development and testing phases for CAC2S and JTCW. Those efforts will focus on risk reduction through aggressive technical analysis (e.g., OEM oversight and cost/schedule reporting) of engineering and logistics products (e.g., RAM-D, software supportability) in preparation for design acceptance and transition to full-rate production. The scope of these efforts will include investment analysis and technical risk assessments for emerging C2 interoperability initiatives resulting in quantifiable inputs to course of action (COA) selection. As Spiral 0 winds down, the focus will be on preparation for Spiral 1 Milestone B. Logistics focus will include development of tailored logistics support techniques and procedures, supportability assessments (SA), Reliability Maintainability, Availability (RMA) demonstrations, preparation and support of the Independent Logistics Assessment (ILA), continued development of Manpower and Training Analysis (MTA), supportability strategies, development and management of the Logistics Requirements Funding Summary (LRFS), and coordinating with supporting organizations (e.g., TECOM, MCCDC, MCOTEA, MCCES, and OPFORs). The contractor is responsible for the development, staffing, and final production of required logistics documents to support successful milestone decisions. Additional logistics efforts will include Performance Based Logistics (PBL) opportunity analysis/assessments. This requires defining a suitable PBL strategy based upon comparative analysis of alternatives, industry benchmarks for similar requirements, and operational priorities established by requirements sponsors, and applied quantitative decision support methods. The Contractor is responsible for implementing a framework to capture the priorities defined by acquisition program logistics sponsors, identifying constraints and uncertainties, benchmarking current operational capabilities, depicting associated risks and impacts, and establishing an analytical baseline for identifying and prioritizing alternatives. This will require coordinating with LOGBASES to ensure support actions (e.g., cataloging, fielding plans, administrative activities) are accomplished coincident with schedules. Within this framework are requirements to provide the Project Officer with recommendations for supportability, independent assessments of reliability and maintainability for the respective systems, and to ensure that all aspects of logistics risk (e.g., RAM-D specifications, software performance MTBF, etc.) are achieved coincident with the overarching specification. Key aspects of this effort will include providing assessments of

JCIDS and DOTMLPF inputs¹, participating in program sanctioned IPTs, developing associated documentation respective of program phases, and ensuring the situational awareness of the MCSC project officer.

2.1.2 Training & Curriculum Assessments. The Program Office is responsible for key logistics efforts in the area of manpower and training analysis (MTA), coordinating with supporting organizations (e.g., TECOM, MCCDC, MCOTEA, MCCES, and OPFORs), and providing support for system testing and operational readiness reviews. The scope of this effort will include conducting independent assessments of OEM training products (i.e. conducting manpower training assessments/analysis), ensuring coordination for stakeholder inputs (e.g., TECOM, MCCDC), and providing quality reviews of proposed products and deliverables. The Contractor is responsible for supporting this effort by establishing a sound analytical framework for benchmarking the current qualifications and skill sets, identifying MAGTF C2 organizational variances between the current and emerging force structure (e.g., Total Force Structure), and associated impacts to on manpower and training processes. Ancillary actions include preparing of program documentation related to training, and manpower, and personnel, and training requirements, to including a Job Task List/Job Task Analysis; task analysis, interfacing with operational forces, the supporting establishment (Marine Corps bases; posts, and stations), and stakeholders. The Contractor is responsible for coordinating the development of a comprehensive training and education curriculum based upon stakeholder expectations, DOTMLPF (e.g., JCIDS) outputs, and PBL initiatives. Within this framework are requirements to provide subject matter expertise (SME) inputs to IPTs and Joint forums and working groups, ensuring OEM products conform to DoD and Marine Corps training and curriculum development standards, and providing COA recommendations to the Project Officer. Key facets of support include providing management and oversight of MAGTF C2 education and training products to ensure compliance with the overarching architecture of the attendant program elements.

2.1.3 Management & Administrative Support. The 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 performance documentation and trend analysis, compliance with ACAT-level oversight guidance, and preparation for program reviews. 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. This includes 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 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

¹ Logistics inputs into requirements process (JCIDS [ICD, CPD, CDD etc.]) and contractual documentation (SOWs, specifications, etc.).

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 MAGTF C2 PMO logistics 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 MAGTF C2 PMO 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 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. 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:

Logistics Analysis & Technical 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.

Training & Curriculum Assessments. 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.

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)

Performance Objective	SOW	Performance Standard	Quality Level ²	Method of Surveillance
Logistics Analysis & 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
Training & Curriculum Assessments	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
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

² 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.

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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		12. DISCOUNT TERMS Net 30 Days	
						13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING	
						14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP			
15. DELIVER TO SEE SCHEDULE		CODE		16. ADMINISTERED BY SEE ITEM 9		CODE			
17a. CONTRACTOR/OFFEROR EDO PROFESSIONAL SERVICES, INC. DIANA WALDORF 2800 SHIRLINGTON ROAD, SUITE 1200 ARLINGTON VA 22206 TEL. 7038245000		CODE 1F9R6		18a. PAYMENT WILL BE MADE BY DFAS ROME 325 BROOKS ROAD ROME NY 13441-4511		CODE HQ0302			
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
		SEE SCHEDULE							
25. ACCOUNTING AND APPROPRIATION DATA See Schedule						26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$196,705.00			
<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 EDO Proposal <input checked="" type="checkbox"/> OFFER DATED 27-Jun-2007 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		
				<i>Anita M. Norris</i>			12-Jul-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)	PAGE 2 OF 13
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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
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL				

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

Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Labor/Monthly Report FFP Marine Corps Combat Development Command, Chemical, Biological, Radiological and Nuclear JCIDS Support shall be performed in accordance with attached Statement of Work and EDO proposal dated 27 June 2007. FOB: Destination		Each		

NET AMT	\$0.00
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	ACRN AG - MIPR7GDATQVA78 FFP FOB: Destination MILSTRIP: MIPR7GDATQVA78	185,567	Each	\$1.00	\$185,567.00

NET AMT	\$185,567.00
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ACRN AG CIN: MIPR7GDATQVA780001AA	\$185,567.00
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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 AG - MIPR7GDATQVA78 FFP FOB: Destination MILSTRIP: MIPR7GDATQVA78	11,138	Each	\$1.00	\$11,138.00
					NET AMT
					\$11,138.00
					\$11,138.00
					CIN: MIPR7GDATQVA780002AA

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 18-JUL-2007 TO 17-JUL-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

ACCOUNTING AND APPROPRIATION DATA

AG: 97 7 0300 2601 0 5Y 5YGU 30710000000 25FB 12YG76 MIPR7GDATQVA78 YG7612 044008
 AMOUNT: \$196,705.00
 CIN MIPR7GDATQVA780001AA: \$185,567.00
 CIN MIPR7GDATQVA780002AA: \$11,138.00

TERMS AND CONDITIONS

SECTION TWO

- Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0005 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
AG	185567.00	11138.00	0.00	\$196,705.00
Total	\$185,567.00	\$11,138.00	\$0.00	\$196,705.00

The total amount of funding available for payment under this task order is **\$196,705.00**.

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:

CWO4 James Patterson 703.784.3609

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

Additionally, upload a copy of your invoice into eP² using the embedded feature, then send email notification of your invoice postings to 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:M67854-05-A-5180

Task Order Number:0005

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

CLIN 0001 <u>Modify Delete</u>	Total
08/17/2007	15464.0
09/17/2007	15464.0
10/17/2007	15464.0
11/17/2007	15464.0
12/17/2007	15464.0
01/17/2008	15464.0
02/16/2008	15464.0
03/17/2008	15464.0
04/16/2008	15464.0
05/17/2008	15464.0
06/16/2008	15464.0
07/17/2008	15463.0
Total	\$185,567.00

7. DELIVERY DESTINATION:

Commander MARCORSSYSCOM
MCCDC ATTN: **CWO4 Patterson**
3300 Russell Rd.
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 **18 July 2007**, 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

MARINE CORPS COMBAT DEVELOPMENT COMMAND CHEMICAL, BIOLOGICAL, RADIOLOGICAL AND NUCLEAR JCIDS SUPPORT

Acquisition, Logistics & Administrative

1.0 Scope. The scope of this effort is to provide technical and programmatic support to the Chemical, Biological, Radiological and Nuclear (CBRN), Consequential Management (CM) for the Force Protection and Integration Division (FPID), Marine Corps Combat Development Command (MCCDC) in the development of Joint Capabilities Integration Development System (JCIDS) products. This will include participation in the development of Capabilities Based Assessments, DOTMLPF Change Requests, Initial Capabilities Documents (ICDs), Capability Development Documents (CDDs), Capability Production Documents (CPDs) and other JCIDS documentation. The scope includes supporting the MCCDC CM with CBRN combat developmental efforts. This includes coordinating JCIDS documentation through the approval process, coordination with operating forces for the resolution of Universal Needs Statement (UNS) and Urgent Universal Needs Statements (UUNS); and resolution of Doctrine, Operations, Training, Material, Leadership and Education, Personnel and Facilities (DOTMLPF) analysis.

1.1 Background. MCCDC FPID Branch is responsible for coordinating mission analysis and capabilities modeling, and transition of the resulting analyses into descriptive capabilities based documents (e.g., ICD, CDD, CPD) that define performance parameters. The Marine Corps guided by the Expeditionary Force Development System (EFDS) describes a broad array of CBRN capabilities required in the execution of Marine Expeditionary Force (MEF) operations in the 2020 timeframe. Emerging concepts require the Marine Air Ground Task Force (MAGTF) to integrate and employ CBRN systems and support equipment. 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. The CBRN Branch, using inputs from a wide array of agencies, both internal and external to the Marine Corps, coordinates work to define and identify concepts, validate requirements, describe capabilities, refine and revalidate existing requirements and identify both capability gaps and excesses

2.0 General Requirements. The Contractor shall provide continuous support to the Force Protection Integration Division, CM effort consistent with the activities identified. The scope of work associated with each of these task activities may vary slightly throughout the performance period. This effort may include participation in the conduct of critical studies and analyses related to the program and USMC electromagnetic jamming capabilities, as well as vetting defined capabilities among USMC and Joint stakeholders.

Activity – Anticipated Percentage	Para	Metric
• Technical and Programmatic Support	90%	2.1.1

- Technical Management & Administration 10% 2.1.2 Reference 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/task manager in order to coordinate task activities and to serve as the overall expert for successful completion of the respective task initiatives. Administrative support shall be provided as required by each of the technical/task managers and on a matrix basis as appropriate.

2.1 Specific Requirements.

2.1.1 Technical and Programmatic Support. The CBRN Branch, as the MCCDC Requirements Sponsor for Chemical, Biological, Radiological and Nuclear analysis is responsible for identifying material solution requirements for recognized capability gaps. This includes planning for centralized management, product improvements, spiral upgrades, identification of initial spares and the other DOTMLPF issues directly related to the objective of delivering a fully integrated production capability. The Contractor shall provide review and technical support for the following documentation:

- Capabilities Based Assessments;
- DOTMLPF Change Requests;
- ICDs, CPDs, CPDs;
- Concepts of Employment;
- Marine Corps Annex's to Joint CDD/CPDs;
- Threat Assessment;
- Test Support Requirements; and
- Total Force Structure Management System

2.1.1.1 Acquisition Documentation Support. Critical aspects of Contractor support include providing analytical review of CBRN systems and vetting and staffing documents (e.g. UNS, UUNS) through stakeholder and JCIDS review (MROC, JROC), and maintaining configuration management of documentation. Within this framework are requirements to implement management and process controls supporting concurrent actions across multiple stakeholders, tracking issues and resolving difficulties to ensure that progressively mature products emerge from the analytic process and result in a final approved set of recommendations and suitable COA. The Contractor is responsible for supporting FY07 CBRN systems priorities, drafting/modifying associated documentation for the respective systems, and coordinating the iterative development of documentation coincident with the requirements phase and program objectives. This includes performing a comprehensive analysis of the CBRN program documentation in order to establish a JCIDS baseline and determine a Course of Action (COA) e.g. (supporting studies, analyses, and architecture views) to support the development of a CBRN transition to a Program of Record (POR) package (e.g. CPD). Contractor is responsible for supporting these issues by providing expert knowledge of USMC concepts of employment for CBRN systems and providing engineering analysis at technical forums throughout the IPT process.

2.1.2 Technical Management & Administration. The FPID is responsible for establishing the technical management framework that ensures CBRN requirements proceed through the JCIDS

processes in a timely manner, and respond to responsibilities supporting program execution. 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, 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. The CBRN Branch Office 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, security) throughout the course of performance to support the scope of activities. The Government expects computers, cellular phones, and other elements of facilitization to be included in the GSA rates and will not be reimbursed separately. Further, if specific equipment models, software applications, or related support items are to be 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 frequent travel to operational sites (principally CONUS) will be required. 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 CBRN annual 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 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:

2.1.1 Technical and Programmatic Support. The Contractor will be evaluated on the quality of their review and technical support of JCIDS and programmatic documents and specialized support for documents throughout the program.

2.1.2 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)

Performance Objective	SOW	Performance Standard	Quality Level¹	Method of Surveillance
Technical and Programmatic Support	2.1.1	Acceptable performance has been met when the JCIDS and programmatic documents developed by the Contractor has been accepted by the Government as effectively supporting program goals and objectives	Excellent Acceptable Poor	Inspection Analysis Demonstration
Technical Management & Administration	2.1.2	Acceptable performance has been met when the technical and programmatic support strategy developed by the Contractor has been accepted by the Government as effectively supporting program goals and objectives	Excellent Acceptable Poor	Inspection Analysis Demonstration

¹ 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.

¹ 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.