ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 23

1. CONTRACT/PURCH ORDER/AGREEMENT NO.	2. DELIVERY ORDER/CALL NO.	3. DATE OF ORDER/CALL (YYYYMMDD)	4. REQUISITION/PURCH REQUEST NO.	5. PRIORITY
N0017819D7631	M6890919F3501	2019MAY23	M68909-18-I-7637	Unrated

6. ISSUED BY CODE M68909

MCTSSA
P.O. Box 555171
Camp Pendleton, CA 92055-5171

7. ADMINISTERED BY (If other than 6) CODE

SCD: C

8. DELIVERY FOB
☐ DESTINATION
☐ OTHER (See Schedule if other)

9. CONTRACTOR CODE 1M2P2 FACILITY 094234874

NAME AND ADDRESS
Expeditionary Technical Solutions(ETSI)
1348 Knoll Dr
Oceanside, CA 92054

10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD)
SEE SCHEDULE

11. X IF BUSINESS IS
☒ SMALL
☐ SMALL DISAD-VANTAGED
☐ WOMEN-OWNED

12. DISCOUNT TERMS
Net 30 Days WAWF

13. MAIL INVOICES TO THE ADDRESS IN BLOCK
SEE SECTION G

14. SHIP TO CODE

SEE SECTION F

15. PAYMENT WILL BE MADE BY CODE M67443

DFAS Columbus ATTN: KANSAS
P.O.BOX 369022
COLUMBUS, OH 43236-9022

MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.

16. TYPE OF ORDER

DELIVERY/CALL ☒ This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.

PURCHASE ☐ Reference your _____ furnish the following on terms specified herein. **ACCEPTANCE.** THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

Expeditionary Technical Solutions(ETSI)	*signature*	Kimberly Davis	
NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)

☐ If this box is marked, supplier must sign Acceptance and return the following number of copies:

17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE

SEE SCHEDULE

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
	SEE SCHEDULE				

*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.

24. UNITED STATES OF AMERICA
/s/Beverly Lynne Hobbs
BY: 05/23/2019
CONTRACTING/ORDERING OFFICER

25. TOTAL $2,144,703.00

26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN
☐ INSPECTED ☐ RECEIVED ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED: _____

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

c. DATE (YYYYMMDD)

d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

28. SHIP. NO.
☐ PARTIAL
☐ FINAL

29. D.O. VOUCHER NO.

30. INITIALS

32. PAID BY

33. AMOUNT VERIFIED CORRECT FOR

f. TELEPHONE NUMBER

g. E-MAIL ADDRESS

31. PAYMENT
☐ COMPLETE
☐ PARTIAL
☐ FINAL

34. CHECK NUMBER

36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.

a. DATE (YYYYMMDD)

b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY (Print)	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CON-TAINERS	41. S/R ACCOUNT NUMBER	42. S/R VOUCHER NO.

DD FORM 1155, DEC 2001 PREVIOUS EDITION IS OBSOLETE.

Performance Work Statement
for the
Combat Operations Center (COC)
and
Tactical Systems Oriented Architecture (TSOA)
Technical Support Services

4 Apr 2019

Prepared by:

UNITED STATES MARINE CORPS
Marine Corps Tactical Systems Support Activity
Program Engineering Support Group
Command and Control Systems Engineering Branch
Camp Pendleton, CA 92055-5171

TABLE OF CONTENTS

1   INTRODUCTION

1.1   Objective

The purpose of this performance-based contract is to provide a firm fixed price for Contractor test and engineering technical support services to the Combat Operations Center (COC) and Tactical Systems Oriented Architecture (TSOA) programs.

1.2   Background

The Marine Corps Tactical Systems Support Activity (MCTSSA) provides technical and engineering support services to the Marine Corps Systems Command (MCSC). The MCTSSA Program Engineering Support Group (PESG) Marine Corps Enterprise Network (MCEN) Engineering Branch (MEB) supports the MCSC Program Manager for Command and Control Systems (PM C2S). The MCTSSA PESG Command and Control (C2) domain directly supports the MCSC Portfolio Manager (PfM) Command Element Support (PfM CES). Specifically, MCTSSA provides test and engineering support to the COC and TSOA programs and the associated Command and Control (C2) applications within the MEB.

1.2.1   COC System Description

The COC standardizes Marine Air Ground Task Force (MAGTF) C2 Operational Facilities (OPFAC) with a standard and scalable equipment suite. This approach improves logistics supportability, standardizes system training, installation and operation. The collection of COC Hardware (HW) consists of workstations, visual displays, servers, data storage, networking devices, a Voice over Internet Protocol (VoIP) solution, Radio over IP (RoIP) and peripherals. COC software (SW), comprised of Non-Developmental Items (NDIs) and Commercial Off-the-Shelf (COTS) items, is designed for use by all variants allowing components of the software to be employed as required to support a mission. The COC OPFAC provides an interface to organic power, power distribution and the necessary connectors to enable interoperability with current USMC and Joint Tactical Data Systems (TDS). Figure 1 details the COC system baseline for the family of Systems (FoS) (V)1-4 configuration.

1.2.2   TSOA System Description

TSOA is a software-only product comprised of GOTS and COTS software. TSOA provides the ability for authorized users to discover, subscribe, shape, filter, modify, and visualize data (Net-centric operations) in a way that aids the assessment of a situation and is a critical enabler of making timely and accurate in-context decisions.

TSOA Program Office maintains a portfolio of systems, services, and applications to support USMC Tactical C4I architecture. Since it's fielding in 2016, the portfolio has experienced limited use by USMC units; however, TSOA will be releasing a re-designed Command and Control Software Package (C2SWP) to include new data connectors tentatively scheduled for release in FY19. This build is expected to provide critical capabilities and functionality to Marines and meet requirements for the USMC/DoD Net-Centric Data Strategy.

Due to the limited use by Marines of the current TSOA software baseline, historical helpdesk and on-site support metrics are not likely to be sufficient in predicting the call volume once

C2SWP is released. The TSOA PMO currently releases one minor patch update of C2SWP per quarter and plans to release 1-2 major builds per year (in addition to quarterly patch updates) after the new baseline of C2SWP is fielded. Roadmap or future fielding information concerning TSOA is controlled by the Program Office and is not within MCTSSA's authority to release.

1.3 Scope

This Performance Work Statement (PWS) defines the non-personal technical, engineering, research and development, and Test and Evaluation (T&E) support services required by MCTSSA for fulfilling the COC and TSOA project responsibilities related to the integration and testing of commercial off-the-shelf (COTS) and government off-the-shelf (GOTS) products in the currently fielded COC and TSOA systems. COC and TSOA support will require contractor teams to conduct simultaneous COC and TSOA events. The Government, in the context of this PWS, refers to the Government technical leads and the Contracting Officer's Representative (COR).

2 APPLICABLE DOCUMENTS

2.1 Compliance Documents

The following documents are applicable to this PWS:

- Operational Requirements Document for the COC, Change 7, 25 May 2005.
- System/Subsystem Specification (SSS) for the COC, 7 February 2018.
- Information Systems – Initial Capabilities Document for TSOA, 14 March 2015.
- National Industrial Security Program Operating Manual (NISPOM) Department of Defense (DoD) 5220.22-M.
- DoD Manual 5220.22 Volume 2.

2.2 Guidance Documents

The current versions of the following documents shall be used as guidance when performing the work described in this PWS:

- MCTSSA Technical Document Style Guide.
- MCTSSA templates (e.g., test plan, test report, technical report).

3   PERFORMANCE REQUIREMENTS

3.1   COC Performance Requirements (CLIN 0001)

The Contractor shall provide Information Technology (IT) support services for systems administration, network engineering, application prototyping, and shall participate in the integration and testing of COC COTS and GOTS products. The Contractor shall evaluate the results of the COC Program Office's software build process and its success in integrating COTS and GOTS products.

The Contractor shall provide service professionals experienced in information technology, network engineering, computer network design, virtualization software, Voice over Internet Protocol (VoIP) solutions, cybersecurity lab and team development, network and software design, and integration of Marine Corps C4I tactical data systems.

The systems include, but are not limited to:

- COC
- United States Marine Corps (USMC) PM C2S Portfolio of Systems
- U.S. Army Program Executive Office Command, Control, Communications-Tactical (PEO C3T) Portfolio of Systems hosted within the COC software build.
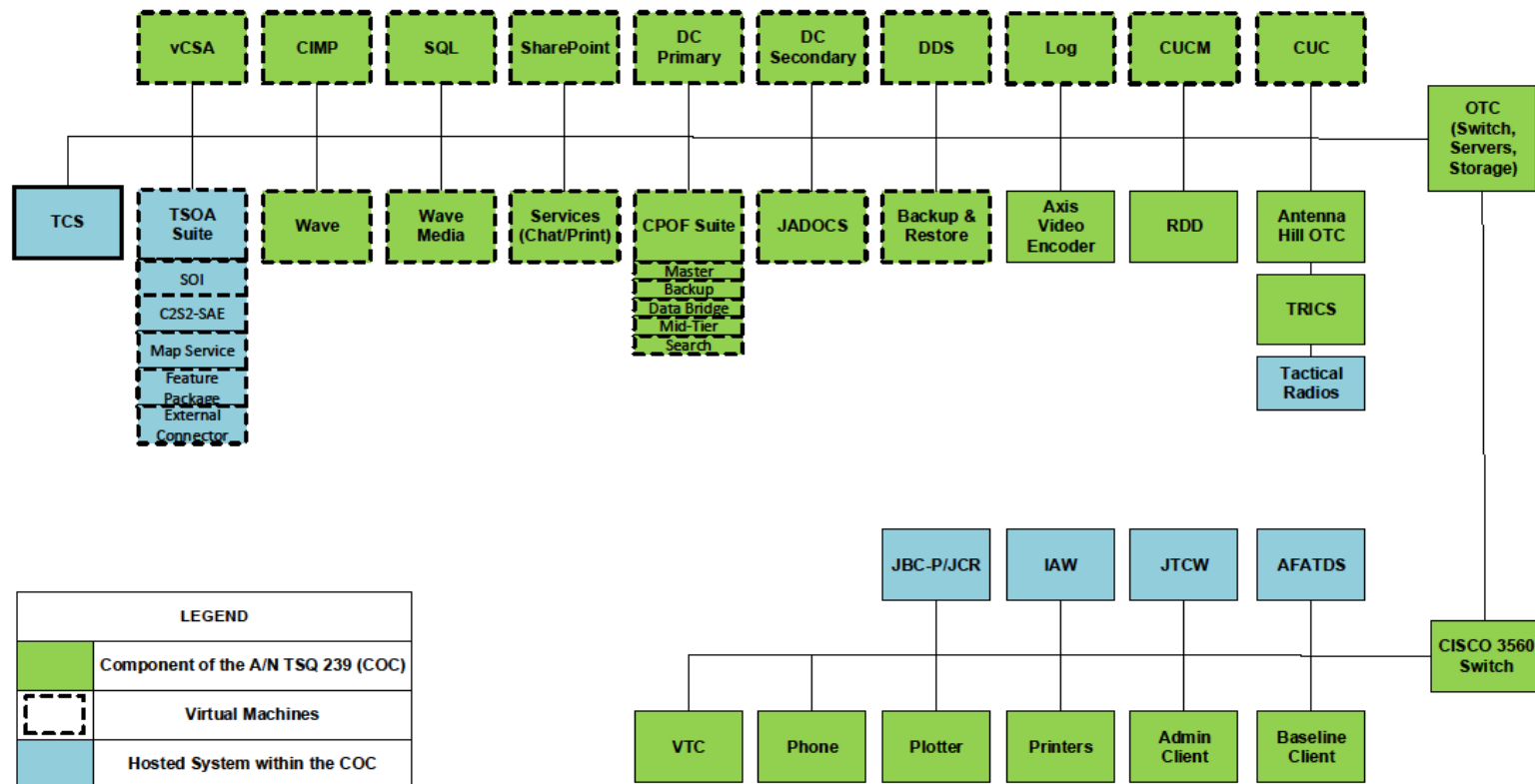
Figure 1 COC System Architecture

The Contractor shall provide only personnel who each have the listed number of years of experience for the skills where they will be assigned to work:

Skills	Must Have	Desired	Experience (years)
Cisco Unified Communications Manager	✓		5
Plan C2 systems architecture	✓		7
Design C2 systems architecture	✓		7
Engineer C2 systems architecture	✓		7
Prepare C2 systems access requests	✓		7
Implement C2 systems architecture	✓		7
Rehearse C2 Systems interactions	✓		7
Maintain C2 systems architecture	✓		7
Maintain a Common Tactical Picture	✓		7
Network engineering and optimization		✓	5
Switching	✓		5
Routing	✓		5
Commercial Solutions for Classified (CSfC) wireless local area network (WLAN) implementation		✓	1
MS Exchange		✓	2
MS Office	✓		2
MS Active Directory Domain Services	✓		5
MS SharePoint	✓		7
NetApps storage solutions	✓		5
Network File Storage Implementation	✓		5
Network File Storage Optimization	✓		5
Linux OS	✓		5
Unix OS	✓		5
Microsoft Client OS	✓		2
Microsoft Server OS	✓		7
SQL Admin Postgres	✓		5
SQL Admin Microsoft	✓		5
VMware Virtualization Solutions	✓		5

Skills	Must Have	Desired	Experience (years)
VMware Storage Solutions	✓		5
Jira		✓	1
Confluence		✓	1
Tactical Common Operational Picture (COP) Server (TCS)	✓		3
Wave	✓		3
XMPP Chat	✓		3
Printer Server	✓		1
Joint Automated Deep Operations Server (JADOCS)	✓		7
Data Dissemination Server (DDS)	✓		3
Greylog Server	✓		3
Video Teleconferencing	✓		3
Joint Battle Command - Platform (JBC-P)	✓		2
Deployed Common Ground System – Marine Corps	✓		2
Joint Tactical Common Operational Picture (COP) Workstation	✓		2
Advanced Field Artillery Tactical Data System (AFATDS)	✓		7
Windows Deployment Server (WDS)	✓		1
Axis Video Encoder	✓		1
Command Post Computing Environment (CPCE)		X	1

Prior to the first submission of any deliverable, the Contractor shall provide the Government a copy of the formatted deliverable for format approval, unless otherwise stated in this PWS. The deliverable shall be in the version of Microsoft Office currently used by MCTSSA. APPENDIX B contains a summary of the CDRL items.

3.1.1 Monthly Status Report (MSR)

The Contractor shall prepare and deliver an MSR for the activities supported during the month. The MSR shall be delivered in the version of Microsoft Office used by MCTSSA. The MSR shall be sent to the Government via e-mail and shall include, at a minimum, a description of the support provided during the reporting period, a list of completed events, the status of ongoing efforts, and the number of man-hours per event. Additionally, the MSR will include the overall burn rate for the prime Contractor and any subcontractors. The reporting period will be from the first to last business day of each month, beginning 30 calendar days after contract award.

3.1.1.1 Deliverable

A draft MSR shall be provided to the Government on the 6th day of each month for for review. The final MSR shall be delivered by the 10th of each month.

- CDRL A001 – DI-MGMT-80227, CONTRACTOR'S PROGRESS, STATUS, AND MANAGEMENT REPORT: MONTHLY STATUS REPORT

3.1.2 Network Engineering and Systems Administration

The Contractor shall provide the services of professionals experienced in information technology, network engineering and design, and on-site end user engineering support by utilizing virtualization software, geospatial solutions, service oriented and open systems architecture, and net-centric data solutions hosted on the tactical cloud. The Contractor's personnel must have knowledge of the systems and services that comprise MAGTF afloat and ashore enterprise architectures. The Contractor shall update network design products as needed. The network design products shall be related to C2 engineering network architectures to reflect current and future configuration updates. Products will be checked by the Government Lead at the Government's discretion. The Contractor shall provide network professionals experienced in accordance with Table 1.

3.1.3 Engineering Support

The Contractor shall provide the services of information technology professionals and subject matter experts (SMEs) experienced in on-site support and integration of Marine Corps C4I tactical data systems. Contractor personnel should be proficient with setting up test environments representative of MAGTF Information Operations. The contractor shall provide on-site support to USMC units during garrison and deployed training exercises to include: system installation and configuration, systems of systems integration with USMC, joint, and coalition systems, and over-the-shoulder operator and system administration training for COC. The systems the Contractor will be expected to support include, but are not limited to systems included in Figure 1.

3.1.4 Document Reviews

The Contractor shall review, analyze, and provide written comments on COC program documentation to determine technical currency, identify issues that impact COTS or GOTS integration, and ensure technical content satisfies the requirements in the Operational Requirements Document (ORD). The types of documents to review include, but are not limited to, technical studies, system performance and requirement specifications, interface and design documents, version description documents, system manuals, engineering and interface change proposals, test plans, test procedures, and test reports. The Contractor shall document the results in a Comment Resolution Matrix (CRM) or as track changes within the document, per Government guidance. The Contractor shall provide recommendations for updating TSOA documentation.

3.1.4.1 Deliverable

A draft deliverable is due to the Government by the due date established by the Government Lead. The final deliverable is due five working days after receipt of government comments on the draft, unless a different schedule is agreed to between the Government and the Contractor.

- CDRL A002 – DI-MGMT-80227, TESTING AND ENGINEERING DOCUMENTATION: TECHNICAL DOCUMENTATION

3.1.5 Meeting Support

The Contractor shall participate in COC meetings as required by the government (e.g., working groups, configuration control boards, in-progress reviews, technical interchange meetings, demonstrations, teleconferences, planning sessions), provide technical input regarding test and integration considerations, and make recommendations to resolve related issues. The Contractor may be required to conduct further analysis and provide a technical write-up. The Contractor shall provide meeting support and coordination for working groups, configuration control boards, in-progress reviews, technical interchange meetings, demonstrations, voice teleconferences, planning sessions, and other meetings, as required. This shall include organizing the meeting, taking meeting minutes, preparing agendas, and recording attendance.

3.1.5.1 Deliverable

Meeting minutes shall be provided within two business days of the meeting and require no revisions. Documentation shall be delivered to the Government in the current MCTSSA template format. If MCTSSA does not have a template, the products shall be delivered to the Government, per commercial best practices, in the current version of Microsoft Office used by MCTSSA.

- CDRL A003 – DI-MGMT-80227, CONTRACTOR'S PROJECT PARTICIPATION: MEETING SUPPORT

3.1.6 Test Support

The Contractor shall be prepared to conduct or participate in test events in support of the COC program office and provide technical input regarding the integration of COTS and GOTS products. Test events (estimated to be four, but may be more) include, but are not limited to, integration, development, operation, interoperability, and certification events. The Contractor shall participate in all phases of the event, to include, but not limited to, pretest planning, preparation, test execution, posttest analysis, and reporting.

The Contractor shall develop test documentation, to include, but not limited to, test procedures, test plans, test cases, test scenarios, test scripts, test data, test incident and problem reports, and test reports. The Contractor shall set up and configure the test environment and troubleshoot technical problems. The Contractor shall develop technical documentation and product assessments. The Contractor shall participate in COC meetings as required by the government. The Contractor shall conduct document reviews to include, but not limited to, technical studies, system performance and requirement specifications, interface and design documents, version

description documents, system manuals, engineering and interface change proposals, test plans, test procedures, and test reports.

3.1.6.1   Test Procedures

The Contractor shall document test procedures in preparation for test events. The draft shall include:

- Pretest conditions requiring operator actions.

- Pretest conditions that must be present in the test environment.

- Pretest conditions for datasets and files or tools required for test execution.

- Operator actions, called out by step and subsystem.

- Met/not met criteria based on requirements tested or features demonstrated.

3.1.6.1.1   Deliverable

The draft test procedures are due per the due date established by the Government Lead. Modifications or redlines made to the procedures are due three working days following the completion of the test.

- CDRL A002 – DI-MGMT-80227, TESTING AND ENGINEERING DOCUMENTATION: TECHNICAL DOCUMENTATION

3.1.6.2   Test Plan

The Contractor shall draft a test plan using the format and content preparation instructions in the test plan template provided by the Government.

The test plan shall:

- Define and describe the product under test and the objectives of the event.

- Define and describe the specific environment for the event.

- Define and describe when, how, and by whom specific activities are to be performed, including options and alternatives, as applicable. Include all tasks that support the activities. The level of detail shall define the activities in all phases of the event.

- Define and describe the specific standards, methods, techniques, tools, actions, strategies, and responsibilities required to support the event.

- Identify and define risks for the event, the degree of exposure to the risk, and the impact the risk presents to the product, event, personnel, and the COC programs.

3.1.6.2.1   Deliverable

The draft test plan is due to the Government by the due date established by the Government Lead. The final version is due five working days after receipt of Government comments on the draft, unless a different schedule is agreed to between the Government and the Contractor.

- CDRL A002 – DI-MGMT-80227, TESTING AND ENGINEERING DOCUMENTATION: TECHNICAL DOCUMENTATION

3.1.6.3 Test Report

The Contractor shall use the format and content preparation instructions in the test report template provided by the Government.

The test report shall:

- Define and describe the product under test.

- Define and describe the objectives.

- Define and describe the environment.

- Describe the specific activities performed and the related observations.

- Define and describe deviations from the test plan, with the impact to the event and related objectives.

- Define to what degree the objectives were satisfied. If an objective was not satisfied, identify the contributing factors and the impact on the test.

- Provide conclusions or recommendations based on results.

3.1.6.3.1 Deliverable

A draft test report is due to the Government by the due date established by the Government Lead. The final version is due five working days after receipt of government comments on the draft, unless a different schedule is agreed to between the Government and the Contractor.

- CDRL A002 – DI-MGMT-80227, TESTING AND ENGINEERING DOCUMENTATION: TECHNICAL DOCUMENTATION

3.1.6.4 Technical Documentation

The Contractor shall draft technical documentation (e.g., trade studies, technical staff studies, engineering reports, Concept of Operations (CONOPS), decision briefs, knowledge-based articles, meeting minutes), which shall include:

- Date and location of the event.

- Identification of the event.

- Name and agency of participating Contractor and Government personnel, including roles and responsibilities.

- For a meeting – Summary of the subjects, information, tasks, and the decisions, conclusions, direction, action items, dates, and agreements reached by the participants. Include recommendations for resolving technical issues and areas requiring further analysis.

- For a document review – Summary of the results and a detailed description of technical discrepancies, errors, or omissions. Include a reference to the appropriate paragraph, topic, substantiations, and provide recommendations for resolutions or proposed changes.

- For a technical write-up – Identification of the technical issue and results obtained from the analytic effort, to include conclusions and a recommended course of action.

3.1.6.4.1 Deliverable

Technical documentation shall be delivered to the Government in the current MCTSSA template. If MCTSSA does not have a template, the products shall be delivered to the Government, per commercial best practices.

A draft deliverable is due to the Government by the due date established by the Government Lead. The final deliverable is due five working days after receipt of government comments on the draft, unless a different schedule is agreed to between the Government and the Contractor.

- CDRL A002 – DI-MGMT-80227, TESTING AND ENGINEERING DOCUMENTATION: TECHNICAL DOCUMENTATION

3.1.6.5 Product Assessments

The Contractor shall review, analyze, and provide written comments on COTS or GOTS products under consideration by the COC program offices, for inclusion to the system baselines. The review must determine product suitability for satisfying operational requirements, capability gaps, or deficiencies.

The Contractor shall set up and configure the review environment and troubleshoot technical problems. The Contractor shall document the results of each assessment in a technical report.

3.1.6.5.1 Deliverable

Documentation shall be delivered to the Government in the current MCTSSA template. If MCTSSA does not have a template, the products shall be delivered to the Government, per commercial best practices.

A draft deliverable is due to the Government by the due date established by the Government Lead. The final deliverable is due five working days after receipt of government comments on the draft, unless a different schedule is agreed to between the Government and the Contractor.

- CDRL A002 – DI-MGMT-80227, TESTING AND ENGINEERING DOCUMENTATION: TECHNICAL DOCUMENTATION

3.1.7 Help Desk Support

MCTSSA provides help desk services to the Marine Operating Forces through the Operating Forces Support Group (OFSG). If trouble calls are beyond the Tier 0-2 capabilities of the Help Desk, the trouble ticket will be elevated to Tier 3 PESG engineers to investigate the problem and attempt to identify a solution. If the PESG engineers cannot provide a solution to the elevated trouble ticket, the PESG engineers will elevate the ticket to the COC Program Office as a

software defect report or change request and track the ticket until it is resolved by the PMO and a solution can be provided to close out the ticket with OFSG.

Tier 0-2 Help Desk services and end user on-site support services are provided by MCTSSA OFSG by separate contract. Only Tier 3 Help Desk services (Help Desk trouble tickets elevated to PESG or the Program Office) will be addressed by the awardee under the COC/TSOA Contract.

3.2   TSOA Performance Requirements (CLIN 0002)

   The Contractor shall provide the services of professionals experienced in information technology, network engineering and design, application prototype development, data schema development, integration and testing of the TSOA COTS and GOTS products, and on-site end user engineering support by utilizing virtualization software, geospatial solutions, service oriented and open systems architecture, and net-centric data solutions hosted on the tactical cloud. The Contractor's personnel must have knowledge of systems and services that comprise MAGTF afloat and ashore enterprise architectures. The Contractor shall evaluate the results of the TSOA Program Office's software build process and its success in integrating COTS and GOTS products. The Contractor shall provide personnel with the annotated years of experience in the respective field (skillsets = team cumulative / years of experience = per person) as listed in the chart below.

Skills	Must Have	Desired	Yrs. Experience
Red Hat Enterprise Linux 6/7 OS	X		5
Network Engineering and Optimization	X		5
Windows 10 / Windows Server 2016 OS	X		5
Plan C2 systems architecture	X		5
Design C2 systems architecture	X		5
Engineer C2 systems architecture	X		5
Prepare C2 systems access requests	X		5
Implement C2 systems architecture	X		5
Rehearse C2 Systems interactions	X		5
Maintain C2 systems architecture	X		5
Maintain a Common Tactical Picture	X		5
TSOA SOI API	X		1
JSON and XML Data Schema	X		1

JSON and XML Data Schema Development	X		5
NIEM IEPD Development	X		3
VMware Virtualization Solutions	X		1
VMware Storage Solutions	X		1
Android OS		X	1
ArcGIS Enterprise Services		X	3
Microsoft SharePoint Admin		X	1
C++ / Qt		X	1
JavaScript		X	1
Shell Scripting		X	1
SQL Admin Postgres		X	1
SQL Admin Microsoft		X	1

3.2.1   Monthly Status Report (MSR)

The Contractor shall prepare and deliver an MSR for the activities supported during the month. The MSR shall be delivered in the version of Microsoft Office used by MCTSSA. The Contractor shall prepare and deliver an MSR for the activities supported during the month. The MSR shall be sent to the Government via e-mail and shall include, at a minimum, a description of the support provided during the reporting period, a list of completed events, the status of ongoing efforts, and the number of man-hours per event. . The reporting period will be from the first to last business day of each month, beginning 30 calendar days after contract award.

3.2.1.1   Deliverable

A draft MSR shall be provided to the Government on the 6th day of each month. The final MSR shall be delivered by the 10th of each month.

- CDRL A001 – DI-MGMT-80227, CONTRACTOR'S PROGRESS, STATUS, AND MANAGEMENT REPORT: MONTHLY STATUS REPORT

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3.2.2   Software Application, Auto Test Scripts, and Data Connector Development

The TSOA Service Oriented Infrastructure (SOI) is designed to ingest and expose data from both authoritative and disparate sources. By creating interfaces (or connectors) from these sources to the SOI API, units can store, share, and expose through the TSOA architecture. The SOI API can also be used by lightweight applications to input and expose data within the SOI. Since

Marines do not currently receive education on software development through formal schoolhouse training, most units do not yet have the resident knowledge to create connectors and applications. MCTSSA is tasked by the TSOA PMO to assist Marine Corps units with developing prototypes of software interfaces (data connectors), automated test scripts, and lightweight applications to interface with the TSOA Application Programming Interface (API). The Contractor shall provide engineers that are familiar with Java, C++, Qt, JavaScript, and shell scripting languages to meet the tasking objectives. As these applications are prototypes of unit-requested capabilities, they are not considered deliverables by the TSOA PMO; however, prototypes will be submitted to the TSOA PMO for consideration as formal development efforts to be performed by TSOA development teams (not MCTSSA engineers). The Contractor shall provide network professionals experienced in commercial applications, architectures, and processes stipulated in Table 2

3.2.3   Data Schema Development

The contractor shall review, analyze and develop tactical data standards that support the tenets of DoD and Marine Corps Net Centric Data Strategies. Key areas include the development of the National Information Exchange Model (NIEM) and the NIEM Military Operations (MilOps) Domain content and Information Exchange Package Documentation (IEPD). The Contractor's analysis will address implementation of net centric standards in support of Marine Corps C2 Systems for use through web services. The contractor shall attend, and provide technical subject matter expertise at, various Joint and Service level management working groups. The contractor shall facilitate the migration of tactical C2 data that will assist the Government in adopting the best overall approach toward net centric operations. As required and directed by the TSOA PMO, the contractor shall draft analytical reports of technical studies and of data modeling efforts conducted in support of the Net Centric migration of tactical C2 data; reports are due to the Government within 20 working days after the task is assigned. Analysis will include comparisons of existing data standards with data models proposed to meet future net centric requirements. The analytical reports will result in the development of JavaScript Object Notation (JSON) Schemas and JSON Linked Data (JSON LD) data schema. The data schema will be uploaded to a code repository specified by the Program Management Office (PMO) as the final delivered product. The contractor shall brief and demonstrate the data schema at the TSOA Architecture Working Group (AWG).

3.2.3.1   Deliverable

The Net Centric Data Standards Data Schema Development deliverable includes the development of all data schema requested by the Government Lead to satisfy annual task book and ad-hoc tasking. The deliverable should include the actual JSON code as well as the associated IEPD uploaded to a code repository specified by the PMO in the industry standard format for data schema code submissions. Development deliverables might also include software developed to automate data schema transformations and conversions.

The contractor shall deliver the Net Centric Data Standards Data Schema Development products to the Government by the due date established by the Government Lead.

- CDRL A004 – DI-MGMT-80227, NET CENTRIC DATA STANDARDS DATA SCHEMA DEVELOPMENT: SOFTWARE DELIVERY

3.2.4 Engineering Support

The Contractor shall provide the services of information technology professionals and subject matter experts (SMEs) experienced in on-site support and integration of Marine Corps C4I tactical data systems. Contract personnel should be proficient with setting up test environments representative of MAGTF Information Operations. The contractor shall provide on-site support to USMC units during garrison and deployed training exercises to include: system installation and configuration, systems of systems integration with USMC, joint, and coalition systems, and over-the-shoulder operator and system administration training for TSOA. The systems the Contractor will be expected to support include, but are not limited to:

- COC
- Command Post of the Future (CPOF)
- Army Data Dissemination System (ADDS)
- SitaWare
- Command and Control Personal Computer (C2PC)
- JTCW
- AFATDS
- Intelligence Analysis System (IAS) Family of Systems (FoS)
- Topographic Production Capability (TPC) FoS
- Identity Dominance System Marine Corps (IDS-MC)
- JBC-P
- Deployed Common Ground System Marine Corps (DCGS-MC)
- Global Command and Control System (GCCS)

3.2.5 Document Reviews

The Contractor shall review, analyze, and provide written comments on TSOA program documentation to determine technical currency, identify issues that impact COTS or GOTS integration, and ensure technical content satisfies the requirements in the Capabilities Development Document (CDD). The types of documents to review include, but are not limited to, technical studies, system performance and requirement specifications, interface and design documents, version description documents, system manuals, engineering and interface change proposals, test plans, test procedures, and test reports. The Contractor shall document the results in a Comment Resolution Matrix (CRM) or as track changes within the document, per Government guidance. The Contractor shall provide recommendations for updating TSOA documentation.

3.2.5.1 Deliverable

A draft deliverable is due to the Government by the due date established by the Government Lead. The final deliverable is due five working days after receipt of government comments on the draft, unless a different schedule is agreed to between the Government and the Contractor.

- CDRL A002 – DI-MGMT-80227, TESTING AND ENGINEERING DOCUMENTATION: TECHNICAL DOCUMENTATION

3.2.6 Meeting Support

The Contractor shall participate in TSOA meetings as required by the government (e.g., working groups, configuration control boards, in-progress reviews, technical interchange meetings, demonstrations, teleconferences, planning sessions), provide technical input regarding test and integration considerations, and make recommendations to resolve related issues. The Contractor may be required to conduct further analysis and provide a technical write-up. The Contractor shall provide meeting support and coordination for working groups, configuration control boards, in-progress reviews, technical interchange meetings, demonstrations, voice teleconferences, planning sessions, and other meetings, as required. This shall include organizing the meeting, taking meeting minutes, preparing agendas, and recording attendance.

3.2.6.1 Deliverable

Meeting minutes shall be provided within two business days of the meeting and require no revisions. Documentation shall be delivered to the Government in the current MCTSSA template format. If MCTSSA does not have a template, the products shall be delivered to the Government, per commercial best practices, in the current version of Microsoft Office used by MCTSSA.

- CDRL A003 – DI-MGMT-80227, CONTRACTOR'S PROJECT PARTICIPATION: MEETING SUPPORT

3.2.7 Test Support

The Contractor shall be prepared to conduct or participate in all test events conducted, currently estimated at four or more, in support of the TSOA program office and provide technical input regarding the integration of COTS and GOTS products. Test events include, but are not limited to, integration, development, operational, interoperability, and certification. The Contractor shall set up and configure the assessment environment and troubleshoot technical problems. The Contractor shall participate in all phases of test events (e.g., pretest planning, preparation, test execution, posttest analysis, and after action assessments).

3.2.7.1 Deliverable

The Contractor shall develop test documentation (e.g., test plans, test cases, test scenarios, test procedures, automated test scripts, test reports and test data). Pre-test documentation shall be delivered no later than five days before the start of test execution. Automated test scripts shall be delivered as uploaded code packages to the Configuration Manager for the PMO. During test execution, the Contractor shall identify, and document in reports, test incidents and problems upon discovery.. The Contractor shall provide a test report within ten working days following

the conclusion of test execution. Documentation shall be delivered to the Government in the current MCTSSA template format.

- **CDRL A002 – DI-MGMT-80227, TESTING AND ENGINEERING DOCUMENTATION: TECHNICAL DOCUMENTATION**

3.2.8 Pretest Support

The Contractor shall provide technical support for TSOA pretest planning activities (e.g., readiness reviews, development and update of test plans, test cases/scenarios, test procedures/scripts, data collection plans, installation manual verification, analysis plans). The Contractor shall assist the TSOA team in developing the test architecture design, setup, configuration; and assist in troubleshooting. The Contractor shall attend pre-test meetings associated with the tests supported by the Contractor.

The TSOA PMO has directed MCTSSA to develop automated test scripts using the NRL SAGE test harness. Education and/or experience in Java programming language is required to create test scripts in the test harness and meet the tasking objectives. Automated test scripts developed by MCTSSA are considered by the TSOA PMO to be test procedures with delivery of such items to be conducted IAW Section 3.2.8.1.

3.2.9 Test Execution Support

The Contractor shall provide technical support in the execution of test procedures and test scripts, data collection and data analysis, and preparation of materials included in related technical reports. The Contractor shall attend posttest debriefs associated with the tests supported by the Contractor. In addition, the Contractor shall attend technical review boards at the conclusion of the data analysis cycle to provide technical clarification for test conduct and results. During testing events, engineers must be able to troubleshoot software code problems by reading log file input and investigating source code logic. These requirements dictate a fundamental need for software development education and/or experience. Deliverables shall be produced and submitted IAW subsection 3.2.8.1.

3.2.10 Posttest Support

The Contractor shall provide technical support for the data reduction and analysis process, including analysis of data extraction files, Program Change Reports (PCRs), Test Incident Reports (TIRs), and Preliminary Trouble Reports (PTRs) to validate observed performance characteristics. At the conclusion of each test, the Contractor shall assist in the evaluation of technical issues related to the operation of the system under test (SUT). The Contractor shall assist in the preparation of final test reports. Deliverables shall be produced and submitted IAW subsection 3.2.8.1.

3.2.11 Product Assessments

The Contractor shall review, analyze, and provide written comments on COTS and GOTS products under consideration by the TSOA program office for inclusion in the TSOA baseline. The analysis will be used to determine suitability for satisfying operational requirements,

capability gaps, or deficiencies. <mark>The Contractor shall assist in the preparation and review of the assessment plans, assessment scenarios, test procedures, and test scripts.</mark> The Contractor shall assist in the set up and configuration of the assessment environment and troubleshoot technical problems. The Contractor shall assist in documenting the results of each assessment in a technical report. The Contractor shall assist in updating the TSOA documentation, if the assessed product is adopted. Deliverables shall be produced and submitted IAW subsection 3.2.8.1.

3.2.12 Help Desk Supportzzz

MCTSSA provides help desk services to the Operating Forces through the Operating Forces Support Group (OFSG). If trouble calls are beyond the Tier 0-2 capabilities of the help desk, the trouble ticket will be elevated to Tier 3 PESG engineers to investigate the problem and attempt to identify a solution. If the PESG engineers cannot provide a solution to the elevated trouble ticket, the PESG engineers will elevate the ticket to the TSOA Program Office as a software defect report or change request and track the ticket until it is resolved by the PMO and a solution can be provided to close out the ticket with OFSG.

Tier 0-2 helpdesk services and end user on-site support services are provided by MCTSSA OFSG by separate contract. Only Tier 3 helpdesk services (helpdesk trouble tickets elevated to PESG or the Program Office) will be address by the awardee under the COC/TSOA Contract. Engineers may be required to provide on-site support for Science & Technology (S&T) efforts such as technology demonstrations and Research and Development events. In addition, engineers may be required to provide on-site Concept of Employment (COE) guidance concerning TSOA.

4 INSTRUCTIONS

4.1 Distribution Statement

The following statement regarding distribution shall appear on the cover or title page of all new and updated deliverable technical documents, data, and information (including engineering drawings, technical notes and manuals, test plans, test or technical reports, test procedures, and computer software documentation), whether produced in hard copy or soft copy format:

DISTRIBUTION STATEMENT D: Distribution authorized to the Department of Defense and U.S. DoD contractors only, Administrative or Operational Use, Export Controlled, December 2018. Other requests shall be referred to: Commanding Officer, Marine Corps Tactical Systems Support Activity, Box 555171, Camp Pendleton, California 92055-5171.

WARNING – This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979 (Title 50, U.S.C., App. 2401 et seq.), as amended. Violations of these export laws are subject to severe criminal penalties. Disseminate in accordance with provisions of DoD Directive 5230.25.

4.2 Delivery Instructions

4.2.1 Unclassified End Products

Unclassified end products shall be delivered to the Government with a letter of transmittal.

4.2.2 Classified End Products

All classified material will be shipped or mailed to or from the command via Federal Express (FedEx) or United States Postal Service (USPS) registered mail. Material shipped from the command will only be shipped or mailed by the Classified Material Control Center (CMCC) custodian. FedEx or USPS registered mail are the only approved methods for shipping classified material.

Use the following address for classified material sent via FedEx:

COMMANDING OFFICER
ATTENTION CMCC
MCTSSA
BLDG 31345 SUPPLY
CAMP PENDLETON, CA 92055-5171

Use the following address for classified material sent via registered mail:

COMMANDING OFFICER
ATTENTION CMCC
BOX 555171
CAMP PENDLETON, CA 92055-5171

A copy of the letter of transmittal shall be forwarded to the Government. All classified documents shall be classified, handled, marked, transmitted, safeguarded, and controlled in accordance with the NISPOM DoD 5220.22-M.

5 PERFORMANCE LOCATION

Work sustaining the currently fielded COC and TSOA will be performed primarily at MCTSSA, Camp Pendleton. The Contractor shall be expected to work at MCTSSA, Camp Pendleton when not on travel. Standard work hours are 0730-1630, Monday through Friday, excluding government holidays. The Contractor may be requested to travel in the Continental United States (CONUS), and occasionally Outside the Continental United States (OCONUS), to support the currently fielded COC and TSOA program efforts.

All planned absences or changes to the schedule will require prior approval by the Government. It is the responsibility of the Contractor to inform the Government if they will not be present, if there is a change to the schedule, or if the Contractor is working from an alternate location.

6   INSPECTION OF DELIVERABLES

The COR will inspect all deliverables at the place of delivery (MCTSSA).

Inspection and acceptance of the contract deliverables are the responsibility of the Government, unless otherwise specified in the contract. The Government will make official acceptance notification to the Contractor on all final deliverables via signature of acceptance. Rejection of deliverables will be provided to the Contractor via written correspondence. Minor corrections to deliverables will be verbally discussed with the Contractor and noted on deliverable products. A revised deliverable shall be resubmitted to the Government within three working days, unless a different schedule is agreed to between the Government and Contractor.

All deliverables shall be submitted to the Government in soft copy, which is the preferred format, with proper derivative markings and shall be clearly labeled to indicate content. All soft copy deliverables shall be in the version of Microsoft Office products currently used by MCTSSA and final submission drafts in a searchable Adobe (pdf) format. No hard copies will be accepted. The Government will approve, in writing, any agreed to changes in deliverable formats in advance of submission.

7   PERIOD OF PERFORMANCE

The period of performance for this contract is anticipated to be one year in duration from the date specified in the award, plus four, one-year option periods. The period of performance may be restructured to meet the needs of the Government. This contract is expected to begin on or about 13 May 2019.

8   THE AWARDEE SHALL ORGANIZE A KICKOFF MEETING WITHIN SEVEN DAYS OF THE START OF PERFORMANCE FOR THE GOVERNMENT AND CONTRACTOR PERSONNEL TO RECONCILE PERFORMANCE REQUIREMENTS, INCLUDING A DETAILED WORK BREAKDOWN STRUCTURE, A 30-DAY STAFFING PLAN, USE OF TEAM MEMBERS AND SUBCONTRACTORS, SECURITY REQUIREMENTS, FUNDING AND MANAGEMENT OF FUNDS.GOVERNMENT-FURNISHED EQUIPMENT AND FACILITIES

8.1   Government-Furnished Equipment (GFE)

Telephone service and access to government networks and MCEN computers for generating and storing documents and e-mails (defined upon contract award) will be available in the designated work area, but are restricted for contractor business relevant to this PWS.   Access to a photocopier, the internet, a Common Access Card (CAC) reader and software, and the COC and

TSOA program software and hardware environment will be furnished by the Government for work conducted at MCTSSA directly supporting this PWS.

8.2   Access to Government Property

Permanent office(s) will not be provided under this PWS; however, a designated work area for Contractor personnel will be provided.

MCTSSA will provide Cox internet access to the Contractor, if determined by the Government to be necessary for the tasking in this PWS. Any unclassified Contractor-furnished laptops must be logged with the lab entry control point sentry.

8.3   Access to Government Facilities

The Government will provide access to the required facilities and labs at MCTSSA for the performance of the tasking within this PWS during normal working hours, 0700 to 1700, Monday through Friday. The Contractor will be expected to arrive at work by 0730 and depart no sooner than 1600. Access to MCTSSA facilities outside of regular working hours must be scheduled with the Government and Security Officer at least one working day prior to access. The Contractor must seek prior approval from the COR for access to MCTSSA during government holidays.

8.4   Government-Furnished Material (GFM)

Government-furnished material will be provided if required to support the PWS requirements. The Contractor shall furnish its own computer equipment for non-MCEN usage, administrative supplies, and office supplies for the performance of tasking within this PWS. The Government will not reimburse the Contractor for cell phone charges under this PWS.

8.5   Government-Furnished Information (GFI)

The Government will provide the Contractor access to the following information and automated services in support of this PWS:

- Access to Cox internet and MCEN. This includes a CAC to support public key infrastructure (PKI) access and Marine Corps web services, if determined by the Government to be necessary for the tasking within this PWS.

- A user and e-mail account on the MCEN Nonsecure Internet Protocol Router Network (NIPRNet) (MCEN-N), MCEN Secret Internet Protocol Router Network (SIPRNet) (MCEN-S), and Combined Enterprise Regional Information Exchange System (CENTRIXS) domains, when determined by the Government to be necessary for the tasking within this PWS.

- Contractors are required to complete the classes listed below. The Cyber Awareness Challenge and Personally Identifiable Information (PII) training must be completed on MarineNet (https://www.marinenet.usmc.mil/my.policy) before an e-mail account is issued, and annually thereafter by 30 September.
  - DODCAC1000 – DoD Cyber Awareness Challenge

- o DONPII010A – USMC Privacy and PII annual training
- o Level One Antiterrorism Training, course code – JATLV10000
- o OPSECUS001 – Operations Security
- o Annual Counterintelligence Awareness Training/Briefing at MCTSSA or designated area, when available
- Contractor personnel are authorized to receive training on unique government systems and software when training is not available in the commercial sector.

9   SECURITY REQUIREMENTS

This contract will require the Contractor to have a Secret facility clearance and will require certain Contractors to obtain and maintain classified access eligibility. The Contractor shall have a valid Secret facility clearance prior to classified performance. The prime Contractor and all subcontractors (through the prime Contractor) shall adhere to all aspects of the NISPOM (DoD 5220.22-M) and DoD Manual 5220.22 Volume 2.

All personnel identified to perform on this contract shall maintain compliance with Department of Defense, Department of the Navy, and Marine Corps Information and Personnel Security Policy to include completed background investigations (as required) prior to classified performance. This contract shall include a DoD Contract Security Classification Specification (DD-254) as an attachment. The Contractor shall notify the Government (written notice) within twenty-four hours of any Contractor personnel added or removed from the contract that have been granted classified access, issued a CAC and MCTSSA badges.

9.1   Contractor Support Public Trust Determinations

Per Marine Corps Systems Command Policy Letter 1-09, all Contractor personnel that require a CAC must submit a Standard Form 85P – Questionnaire for Public Trust Positions, and two copies of DD Form 258 – Applicant Fingerprint Card, to the Command's Security Program office along with a personnel roster of submissions and an addressed Federal Express container addressed to Office of Personnel Management (OPM), 1137 Branchton Road, Box 618, Boyers, PA 16018.

The Contractor is responsible for determining when adjudications have been entered by reviewing the notification status of the respective personnel. After verification, the Contractor may request a CAC using the Contract Verification System (CVS) procedures. If issues are discovered, the Department of the Navy Central Adjudication Facility (DONCAF) will place a "No Determination Made" in the Joint Personnel Adjudication System (JPAS) and forward the investigation to the submitting office for government adjudication.

9.2   Security Level

Technical tasks associated with this PWS require access to classified information and a security clearance up to the North Atlantic Treaty Organization (NATO) Secret level. The Contractor shall not divulge information regarding files, data processing activities or functions, user identifications (IDs), passwords, or other knowledge gained to anyone not authorized access to

such information. Contractor personnel shall abide by all government rules, procedures, and standards of conduct.

9.3   DD Form 254

The work to be performed under this PWS, as delineated in DD Form 254, involves the handling of classified material up to and including Secret. The Federal Acquisition Regulation (FAR) 52.204-2 – Security Requirements is applicable to this contract. The Contractor shall (1) be responsible for all security aspects of the work performed under this contract, and (2) assure compliance with the NISPOM (DoD 5220.22-M). The Contractor must have a JPAS account and the security clearance of all contractor personnel shall be listed in JPAS.

9.4   Security Clearance

A fully adjudicated Secret clearance with NATO access is required for personnel supporting this PWS. No interim clearance will be accepted.

9.5   Base Security

The Contractor shall comply with Marine Corps Base (MCB) Camp Pendleton, CA security regulations and policies. The Contractor's staff shall be U.S. or naturalized citizens, whose military duty (if applicable) was not terminated by a dishonorable or bad conduct discharge, are not subject to an outstanding criminal warrant, have no felony convictions, and have no more than three criminal misdemeanor convictions within the last seven years. Additionally, criminal misdemeanor or felony convictions for crimes of a sexual nature, crimes of violence, crimes related to gang activity or hate crimes, or crimes resulting from the possession or distribution of any illegal drugs are disqualifying."

Contractor personnel aboard MCB Camp Pendleton, with the exception of emergency personnel, shall wear a properly issued badge at all times. Contractor employees shall comply with all emergency rules and procedures established for MCB Camp Pendleton. All personnel aboard MCB Camp Pendleton, are subject to random inspections of their vehicles, personal items, and themselves. Consent to these inspections is given when personnel enter MCB Camp Pendleton.

9.6   Site Security

In addition to base security requirements (section 9.5), the Contractor shall comply with site security regulations and policies. The Contractor's staff shall wear a properly issued MCTSSA badge at all times. All personnel aboard MCTSSA are subject to random inspections of their vehicles, personal items, and of themselves. Consent to these inspections is granted when personnel enter MCTSSA.

9.7   Defense Biometric Identification System (DBIDS)

MCB Camp Pendleton uses Defense Biometric Identification System (DBIDS) for base access. The Contractor will need to call 760-763-7604 for information or go to the Las Pulgas gate to enroll. Failure to participate in the program will restrict access to the base and may not be used as a reason for late or non-performance of services. All Contractors and their employees are required by MCB Camp Pendleton regulations to meet the requirement for installation access,

pass a background check, and have their identity verified to receive unescorted access. No foreign nationals shall be permitted on MCB Camp Pendleton under this contract.

9.8 Operations Security (OPSEC) Requirements

OPSEC prevents the inadvertent compromise of sensitive unclassified and classified activities, capabilities, or intentions at the tactical, operational, and strategic levels. The Contractor's staff must adhere to all government OPSEC measures currently in place at the government facility. The Contractor shall provide OPSEC training to all Contractor personnel supporting this effort. Contractors shall not take pictures from any device while aboard the compound or in the test areas.

9.9 MCTSSA Check-Out Procedures

Upon termination of the contract or of a Contractor employee no longer performing work under this PWS, the Contractor must first check out with the MCTSSA Communications Security (COMSEC) Custodian and Personnel Security managers, before turning the government-issued CAC and MCTSSA badge in to the COR.

10 CAC REQUIREMENT

The COR will identify and approve a CAC only for those Contractor employees performing on this contract that require a CAC to perform their job function. In accordance with Headquarters, United States Marine Corps issued guidance relative to Homeland Security Presidential Directive – 12 (HSPD-12), all personnel must meet eligibility criteria to be issued a CAC. To meet the eligibility criteria, Contractor employees requiring a CAC, must obtain and maintain a favorably adjudicated Personnel Security Investigation (PSI). Prior to authorizing a CAC, the employee's JPAS record must indicate a completed and favorably adjudicated PSI or (at a minimum) that a PSI has been submitted and accepted (opened). The minimum acceptable investigation is a T-1 or a National Agency Check with Written Inquiries (NACI). If a Contractor employee's open investigation closes and is not favorably adjudicated, the CAC must be immediately retrieved and revoked.

The Facility Security Officer (FSO) is responsible for notifying the MCTSSA Security Manager if any Contractor employee performing on this contract receives an unfavorable adjudication after being issued a CAC. The FSO must also notify the MCTSSA Security Manager of any adverse or derogatory information associated with the 13 Adjudicative Guidelines/Factors concerning any Contractor employee issued a CAC, regardless of whether a JPAS Incident Report is submitted.

Each CAC is issued with a ctr@usmc.mil e-mail account that the individual Contractor employee is responsible to keep active by logging in on a regular basis (at least twice a month), sending an e-mail and clearing any unneeded e-mails. Contractors are prohibited from auto-forwarding .mil e-mail to their .com/.net/.org personale-mail accounts. If the ctr@usmc.mil e-mail account is not kept active, S-6 will deactivate the account and the CAC will lose its functionality. Contractor employees shall solely use their government furnished ctr@usmc.mil e-mail accounts for work supporting the USMC, conducted in fulfillment of this contract, and shall not use a contractor supplied or personal e-mail account to conduct government business. The use of a contractor or

personal e-mail account for contractor business or personal use is allowed, but only when using cellular or a commercial internet service provider. If a Contractor employee loses their eligibility for a CAC, due to an adverse adjudicative decision, they have also lost their eligibility to perform on MCTSSA contracts. CACs are not issued for convenience.

11 STAFFING

The Contractor shall provide Contractor personnel to meet the requirements of the PWS and the contract.   The experience levels required include:

- Contractor personnel shall have at least three to five years of experience with technical, engineering, research and development, and T&E services.

- Contractor personnel shall have at least three to five years of experience and expertise related to C4I systems integration and test, and shall be qualified to perform the work described herein.

- Contractor personnel supporting the COC and TSOA shall have three to five years of relevant experience with tactical C2 systems.

- The Contractor shall be proficient with the set up and configuration of tactical C2 systems preferably within the MAGTF C2 architecture.

- The Contractor shall have current relevant experience and expertise with the applications listed in section 3.
- TSOA personnel performing tasks under this PWS shall have at least three to five years of professional experience and expertise in work related to C4I systems integration, and shall be otherwise qualified to perform the work described herein.

Personnel shall not be substituted without the permission of the Contracting Officer. Request for approval of substitutions shall be made in writing with a detailed explanation of the circumstances. Proposed substitutes shall meet the qualifications required by this PWS or those incorporated into the contract, if they exceed what is called for in the PWS.

Contractor personnel shall be in professional, suitable attire (appropriate to the particular condition, occasion, location, and job assignment). All Contractor personnel shall conduct themselves in a professional, courteous manner and shall comply with the directives pertaining to privately owned vehicles at the specific location. Contractor personnel shall write and speak English.

The selection, assignment, reassignment, transfer, supervision, management, and control of Contractor personnel in performance of this PWS shall be the responsibility of the Contractor.

12 TRAVEL REQUIREMENTS (CLIN 0003 – OMMC, CLIN 0004 RDTE)

The Contractor may be required to travel in support of this PWS (Table 12-1). Required travel will primarily be in the CONUS, and occasionally OCONUS. If additional travel is required by Contractor employees, the contract will be modified by the Contracting Officer. Authorized travel shall be in accordance with DoD Joint Travel Regulations. Actual travel required will vary, depending on technical issues and schedules as they evolve throughout the period of performance.

Table 12-1 Travel Requirements

Purpose	Location	Personnel	Estimated trips
T&E Activities	Will vary depending on COC and TSOA T&E activities. Locations will include, but are not limited to, Northrup Grumman Systems, San Diego; Space and Naval Warfare Systems Command (SPAWAR) Atlantic and Marine Corps bases and installations located CONUS and OCONUS.	1-3	6 (5-10 working days each)
Help Desk Support	Will vary depending on support requested. Locations include, but are not limited to, MAGTF Information Technology Support Centers (MITSCs) and Marine Corps bases and installations located CONUS and OCONUS.	1-3	6 (5-10 working days each)

13 INVOICING

The Contractor shall submit an electronic copy of an invoice, no more than once a month, via the Wide Area Workflow (WAWF) website.

The Contractor shall be required to implement the Defense Federal Acquisition Regulation Supplement (DFARS) process to submit an electronic payment request. To implement DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2007)", the USMC utilizes WAWF – Receipt/Acceptance (WAWF-RA) to electronically process Contractor requests for payment. This process allows DoD Contractors to submit and track invoices and receipt/acceptance documents electronically. The Contractor shall be required to utilize this system when processing invoices and receiving reports. The Contractor shall (1) ensure an Electronic Business Point of Contact (EBPOC) is designated in the System for Award Management (SAM) website at https://www.sam.gov and (2) register to use WAWF-RA at the https://wawf.eb.mil website, within ten calendar days after award of this contract or modification. The procedures to register are available at https://wawf.eb.mil.

14 ADMINISTRATIVE AUTHORITY

14.1 Contracting Officer

Only the Contracting Officer has the authority to authorize deviations from the terms and conditions of this contract, including deviations from the specifications and requirements stated herein. In the event the Contractor does deviate, without the issuance of a duly executed contract modification, such deviation shall be at the risk of the Contractor, and any costs related thereto, shall be borne by the Contractor.

14.2 Contracting Officer's Representative (COR)

The COR is limited to providing program specific clarification to the contractor's task leader and does not have the authority to take action, either directly or indirectly, that would change the pricing, quality, place of performance, delivery schedule, or other terms and conditions of this contract, or to direct work beyond the scope of this PWS. If the Contractor perceives the COR or other Government personnel are requesting an effort outside the scope of this contract, the Contractor shall promptly notify the Contracting Officer in writing. No action shall be taken by the Contractor until the Contracting Officer has issued a contractual change or otherwise resolved the issue. The COR will be appointed at the time of contract award. The Government reserves the right to reassign the COR position.

15 ORGANIZATIONAL CONFLICT OF INTEREST

(a) "Organizational Conflict of Interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage. "Person" as used herein includes Corporations, Partnerships, Joint Ventures, and other business enterprises.

(b) The contractor warrants that to the best of its knowledge and belief, and except as otherwise set forth in the contract, the contractor does not have any organizational conflict of interest(s) as defined in paragraph (a).

(c) It is recognized that the effort to be performed by the contractor under this contract may create a potential organizational conflict of interest on the instant contract or on a future acquisition. To avoid this potential conflict of interest, and at the same time to avoid prejudicing the best interest of the Government, the right of the contractor to participate in future procurement of equipment and/or services that are the subject of any work under this contract shall be limited as described below in accordance with the requirements of FAR 9.5.

(d) (1) The contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any proprietary information provided to the contractor by the Government during or as a result of performance of this contract. Such information includes, but is not limited to, information submitted to the Government on a confidential basis by other persons. Further, the prohibition against release of Government provided information extends to cover such information whether or not in its original form, e.g., where the information has been included in contractor-generated work or

where it is discernible from materials incorporating or based upon such information. This prohibition shall not expire after a given period of time.

(d) (2) The contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information generated or derived during or as a result of performance of this contract. This prohibition shall expire after a period of one year after completion of performance on this contract.

(d) (3) The prohibitions contained in subparagraphs (d)(1) and (d)(2) shall apply with equal force to any affiliate of the contractor, any subcontractor, consultant, or employee of the contractor, any joint venture involving the contractor, any entity into or with which it may merge or affiliate, or any successor or assign of the contractor. The terms of paragraph (f) of this Special Contract Requirement relating to notification shall apply to any release of information in contravention of this paragraph (d).

(e) The contractor agrees that, if after award, it discovers an actual or potential organizational conflict of interest; it shall make immediate and full disclosure in writing to the Contracting Officer. The notification shall include a description of the actual or potential organizational conflict of interest, a description of the action, which the contractor has taken or proposes to take to avoid, mitigate, or neutralize the conflict, and any other relevant information that would assist the Contracting Officer in making a determination on this matter. Notwithstanding this notification, the Government may terminate the contract for the convenience of the Government if determined to be in the best interest of the Government.

(f) Notwithstanding paragraph (e) above, if the contractor was aware, or should have been aware, of an organizational conflict of interest prior to the award of this contract or becomes, or should become, aware of an organizational conflict of interest after award of this contract and does not make an immediate and full disclosure in writing to the Contracting Officer, the Government may terminate this contract for default.

(g) If the contractor takes any action prohibited by this requirement or fails to take action required by this requirement, the Government may terminate this contract for default.

(h) The Contracting Officer's decision as to the existence or nonexistence of an actual or potential organizational conflict of interest shall be final and is not subject to the clause of this contract entitled "DISPUTES" (FAR 52.233-1).

(i) Nothing in this requirement is intended to prohibit or preclude the contractor from marketing or selling to the United States Government its product lines in existence on the effective date of this contract; nor, shall this requirement preclude the contractor from participating in research and development or delivering any design development model or prototype of any such equipment. Additionally, sale of catalog or standard commercial items are exempt from this requirement.

(j) The contractor shall promptly notify the Contracting Officer, in writing, if it has been tasked to evaluate or advise the Government concerning its own products or activities or those of a competitor to ensure proper safeguards exist to guarantee objectivity and to protect the Government's interest.

(k) The contractor shall include this requirement in subcontracts of any tier, which involve access to information, or situations/conditions covered by the preceding paragraphs, substituting "subcontractor" for "contractor" where appropriate.

(l) The rights and remedies described herein shall not be exclusive and are in addition to other rights and remedies provided by law or elsewhere included in this contract.

APPENDIX A – ACRONYMS

Acronyms, Abbreviations, Definitions Codes, and Symbols	
Item	**Meaning**
ADDS	Army Data Dissemination System
AFATDS	Advanced Field Artillery Tactical Data System
API	Application Programming Interface
AWG	Architecture Working Group
BCA	Business Case Analysis
C2	Command and Control
C2IUL	Command and Control Interoperability Ultra-Light
C2PC	Command and Control Personal Computer
C3	Command, Control, and Communications
C4I	Command, Control, Communications, Computers and Intelligence
CAC	Common Access Card
CDD	Capabilities Development Document
CDRL	Contract Data Requirements List
CENTRIXS	Combined Enterprise Regional Information Exchange System
CMCC	Classified Material Control Center
COC	Combat Operations Center
COMSEC	Combat Operations Center
CONOPS	Communications Security
CONUS	Concept of Operations
COP	Common Operational Picture
COR	Contracting Officer's Representative
COTS	commercial off-the-shelf
CPCE	Command Post Computing Environment
CPOF	Command Post of the Future
CRM	Comment Resolution Matrix
CSfC	Commercial Solutions for Classified
CVS	Contract Verification System
DBIDS	Defense Biometric Identification System
DCGS-MC	Deployed Common Ground System Marine Corps
DDS	Data Distribution Service
DFARS	Defense Federal Acquisition Regulation Supplement
DoD	Department of Defense
DONCAF	Department of the Navy Central Adjudication Facility
EBPOC	Electronic Business Point of Contact
FAR	Federal Acquisition Regulation
FedEx	Federal Express
FoS	Family of Systems
FSO	Facility Security Officer
FTE	Full Time Equivalent
GCCS	Global Command and Control System

Acronyms, Abbreviations, Definitions Codes, and Symbols	
Item	**Meaning**
GFE	Government-furnished equipment
GFI	Government-furnished information
GFM	Government-furnished material
GOTS	government off-the-shelf
HSPD	Homeland Security Presidential Directive
IAS	Intelligence Analysis System
ID	identification
IDS-MC	Identity Dominance System Marine Corps
IEPD	Information Exchange Package Documentation
IPT	Integrated Product Team
JADOCS	Joint Automated Deep Operations Coordination System
JBC-P	Joint Battle Command – Platform
JPAS	Joint Personnel Adjudication System
JSON	JavaScript Object Notation
JSON LD	JSON Linked Data
JTCW	Joint Tactical COP Workstation
LFOC	Landing Force Operations Center
MAGTF	Marine Air-Ground Task Force
MCB	Marine Corps Base
MCEN	Marine Corps Enterprise Network
MCEN-N	MCEN NIPRNet
MCEN-S	MCEN SIPRNet
MCSC	Marine Corps Systems Command
MCTSSA	Marine Corps Tactical Systems Support Activity
MEB	MCEN Engineering Branch
MilOps	Military Operations
MITSC	MAGTF Information Technology Support Center
MSR	Monthly Status Report
NACI	National Agency Check with Written Inquiries
NATO	North Atlantic Treaty Organization
NIEM	National Information Exchange Model
NIPRNet	Nonsecure Internet Protocol Router Network
NISPOM	National Industrial Security Program Operating Manual
OCONUS	Outside the Continental United States
ODC	other direct costs
OPM	Office of Personnel Management
OPSEC	Operations Security
PCR	Program Change Report
PEO C3T	Program Executive Office Command Control Communications-Tactical
PESG	Program Engineering Support Group
PII	Personally Identifiable Information
PKI	public key infrastructure
PM	Program Manager

Acronyms, Abbreviations, Definitions Codes, and Symbols	
Item	**Meaning**
PM C2S	Program Manager for Command and Control Systems
PM MC3	Program Manager for Marine Air-Ground Task Force Command, Control, and Communications
PMO	Program Management Office
PMR	Program Management Review
PSI	Personnel Security Investigation
PTR	Preliminary Trouble Report
PWS	Performance Work Statement
QASP	Quality Assurance Surveillance Plan
RA	Receipt/Acceptance
SAM	System for Award Management
SIPRNet	Secret Internet Protocol Router Network
SME	subject matter expert
SPAWAR	Space and Naval Warfare Systems Command
SQL	Structured Query Language
SSS	System/Subsystem Specifications
SUT	system under test
T&E	Test and Evaluation
TCS	Tactical COP Server
TIM	Technical Interchange Meeting
TIR	Test Incident Report
TPC	Topographic Production Capability
TRB	Test Review Board
TSOA	Tactical Systems Oriented Architecture
USMC	United States Marine Corps
USPS	United States Postal Service
VM	virtual machine
VoIP	Voice over Internet Protocol
WAWF	Wide Area Workflow
WG	Working Group
WLAN	wireless local area network

APPENDIX B – CDRL SUMMARY

CDRL	CDRL Title	Format	Due Date	PWS Paragraph
A001	Monthly Status Report	Contractor format is acceptable.	The report shall be delivered by the 10th of each month.	3.1.1, 3.2.1, 3.3.1
A002	Technical Documentation	MCTSSA template or commercial best practices.	• The draft test procedures are due per the established due dates. Modifications or redlines made to the procedures are due three working days following the completion of the test. • The draft test plan, test report, technical documentation, product assessments, document reviews, and meeting support are due to the Government, per the established due dates. The final deliverable is due five working days after receipt of Government comments or analysis completion, unless a different schedule is agreed to between the Government and the Contractor.	3.1.6.1, 3.1.6.2, 3.1.6.3, 3.1.6.4, 3.1.6.5, **Error! Reference source not found.**, **Error! Reference source not found.**, **Error! Reference source not found.**, **Error! Reference source not found. Error! Reference source not found. Error! Reference source not found. Error! Reference source not found. Error! Reference source not found. Error! Reference source not found. Error! Reference**

CDRL	CDRL Title	Format	Due Date	PWS Paragraph
				source not found. 3.2.5.1 **Error! Reference source not found.**
A003	Meeting Support	Commercial best practices, in the current version of Microsoft Office used by MCTSSA	• Meeting minutes shall be provided within two business days of the meeting and require no revisions. Documentation shall be delivered to the Government in the current MCTSSA template format. If MCTSSA does not have a template, the products shall be delivered to the Government, per commercial best practices, in the current version of Microsoft Office used by MCTSSA.	**Error! Reference source not found. Error! Reference source not found.** 3.2.6.1
A004	Software Delivery	Commercial best practices	• The contractor shall deliver the Net Centric Data Standards Analysis Reports and software as required by the Government.	3.2.3.1