


SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER SEE SCHEDULE		PAGE 1 OF 53	
2. CONTRACT NO HQ0034-11-A-0003		3. AWARD/EFFECTIVE DATE 24-Jun-2011		4. ORDER NUMBER 000416		5. SOLICITATION NUMBER	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME				b. TELEPHONE NUMBER (No Collect Calls)	
9. ISSUED BY WHS ACQUISITION DIRECTORATE 1777 NORTH KENT ST SUITE 4500 ARLINGTON VA 22209-2133 TEL: FAX:		CODE HQ0034		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SB <input type="checkbox"/> HUBZONE SB <input type="checkbox"/> 8(A) <input type="checkbox"/> SVC-DISABLED VET-OWNED SB <input type="checkbox"/> EMERGING SB SIZE STD: NAICS:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
15. DELIVER TO OSD DEFENSE RESEARCH AND ENGINEERING SEAN BRADY 3030 DEFENSE PENTAGON, RM 3B808 WASHINGTON DC 20301-3030		CODE HQ0287		16. ADMINISTERED BY SEE ITEM 9			
17a. CONTRACTOR/OFFEROR HIGH PERFORMANCE TECHNOLOGIES, INC. PETER J. GAASERUD 11955 FREEDOM DR STE1100 RESTON VA 20190-5683 TEL. 703-707-2734		CODE OXEX6 FACILITY CODE OXEX6		18a. PAYMENT WILL BE MADE BY DFAS INDIANAPOLIS 8899 E. 56TH STREET INDIANAPOLIS IN 46249-1510			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM					
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	SEE SCHEDULE						
25. ACCOUNTING AND APPROPRIATION DATA See Schedule						26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$30,044,335.34	
<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 <input checked="" type="checkbox"/> COPIES <input type="checkbox"/> TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				29. AWARD OF CONTRACT: REFERENCE <input type="checkbox"/> OFFER DATED . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) 		31c. DATE SIGNED 24-Jun-2011	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) M. Jack Murtha / Contracting Officer Phone: 703-545-1255 EMAIL: m.j.murtha@defense.mil			

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS (CONTINUED)				PAGE 2 OF 53	
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 <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED.					
32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
			32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		37. CHECK NUMBER
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY			
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		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 CLIN FFP	6	Months	(b)(4)	(b)(4)

LABOR CLIN
FFP

The Contractor shall provide the required level of scientific, technical, engineering and administrative (SETA) support to the Office of the Director, Systems Engineering in accordance with the Performance Work Statement. Period of Performance: (6 Months)

PURCHASE REQUEST NUMBER: HQ028711580001000

NET AMT

(b)(4)

ACRN AA

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Travel/ODCs COST		Dollars, U.S.		(b)(4)

Travel/ODCs
COST

The Contractor shall Travel in accordance with the attached Performance Work Statement. All invoices for travel reimbursement shall be accompanied by supporting receipts.

PURCHASE REQUEST NUMBER: HQ028711580001000

ESTIMATED COST

(b)(4)

ACRN AA

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		6	Months	(b)(4)	(b)(4)
EXERCISED OPTION	OPTIONAL LABOR CLIN FFP The Contractor shall provide the required level of scientific, technical, engineering and administrative (SETA) support to the Office of the Director, Systems Engineering in accordance with the Performance Work Statement. Period of Performance: (6 Months)				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000301					\$0.00
	Labor FFP Partially funded by DWAC10239				

NET AMT

\$0.00

ACRN AB

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000302					\$0.00
	Labor FFP Partially Funded by DWAC20027				

NET AMT

\$0.00

ACRN AC

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000303					\$0.00

Labor
FFP
Fully funded by DWAC20027

NET AMT

\$0.00

ACRN AD

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0004			Dollars, U.S.		(b)(4)

Travel
COST
Funded by DWAC10287

ESTIMATED COST

(b)(4)

ACRN AE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001		12	Months	(b)(4)	(b)(4)

EXERCISED
OPTION

LABOR CLIN
FFP

The Contractor shall provide the required level of scientific, technical, engineering and administrative (SETA) support to the Office of the Director, Systems Engineering in accordance with the Performance Work Statement. Period of Performance: (6 Months)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100101	Funding FFP Funding by DWAC20195				\$0.00

NET AMT \$0.00

ACRN AF

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100102	Funding FFP Funded by DWAC20204				\$0.00

NET AMT \$0.00

ACRN AG

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100103	Funding FFP Funded by DSAC20480				\$0.00

NET AMT \$0.00

ACRN AH

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100104	Funding FFP Funding by DWAC20195				\$0.00

NET AMT \$0.00

ACRN AF

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100105	Funding FFP Partially Funded by DWAC20195				\$0.00

NET AMT \$0.00

ACRN AJ

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100106	Funding FFP Fully funded by DWAC 20195				\$0.00

NET AMT	\$0.00
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ACRN AK	\$0.00
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100107	Funding FFP Fully funded by DWAC 20195				\$0.00

NET AMT	\$0.00
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ACRN AT	(b)(4)
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1002			Dollars, U.S.		(b)(4)

EXERCISED
OPTION

Travel/ODCs
COST

The Contractor shall Travel in accordance with the attached Performance Work Statement. All invoices for travel reimbursement shall be accompanied by supporting receipts.

ESTIMATED COST

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100201	Funding COST Partially funded by DWAC20195				\$0.00
				ESTIMATED COST	\$0.00
	ACRN AF				(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100202	Funding COST Partially funded by DWAC20195				\$0.00
				ESTIMATED COST	\$0.00
	ACRN AF				(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100203	Funding FFP Partially Funded by DWAC20195 FOB: Destination				\$0.00
				NET AMT	\$0.00
	ACRN AJ CIN: 00000000000000000000000000000000				(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1003	Labor	1	Lot	(b)(4)	(b)(4)
EXERCISED OPTION	FFP				
	Additional work to update current tasks and new task. 2.0 title changed to Workforce Development: Organization and Capability Development and Assessment; task 2.1 is replaced with new work; and task 2.1 is now task 2.2. Task 2.3 and 2.4 is replaced with new work and tasks 2.5, 2.6, 2.7, 2.8, 2.9, and 2.10 are additional task.				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100301	Funding				\$0.00
	FFP				
	Funded by DWAC 20195				

NET AMT

\$0.00

ACRN AK

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1004	Labor	2	Months	(b)(4)	(b)(4)
EXERCISED OPTION	FFP				
	Additional work to update current tasks and new task. 2.0 title changed to Workforce Development: Organization and Capability Development and Assessment; task 2.1 is replaced with new work; and task 2.1 is now task 2.2. Task 2.3 and 2.4 is replaced with new work and tasks 2.5, 2.6, 2.7, 2.8, 2.9, and 2.10 are additional task.				
	PURCHASE REQUEST NUMBER: HQ028730320315000				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100401	Funding				\$0.00
	FFP				
	Funded by DWAC20195				
	PURCHASE REQUEST NUMBER: HQ028730320315000				

NET AMT

\$0.00

ACRN AL

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100402					\$0.00

FUNDING
FFP
FUNDED by DWAC 3 0195

NET AMT	\$0.00
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ACRN AR

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001		12	Months	(b)(4)	(b)(4)

EXERCISED
OPTION

LABOR CLIN
FFP

The Contractor shall provide the required level of scientific, technical, engineering and administrative (SETA) support to the Office of the Director, Systems Engineering in accordance with the Performance Work Statement. Period of Performance: (6 Months)

NET AMT	(b)(4)
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(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200101					\$0.00

LABOR
FFP
Partial Funding by DWAC 3 0188
The Contractor shall invoice against this SUBCLIN until exhausted.

NET AMT	\$0.00
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ACRN AM

\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200102	LABOR FFP PARTIAL FUNDING by DWAC 2 0372 The Contractor shall invoice against this SUBCLIN until exhausted.				\$0.00

NET AMT \$0.00

ACRN AP

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200103	LABOR FFP PARTIAL FUNDING DWAC 3 0188				\$0.00

NET AMT \$0.00

ACRN AQ

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200104					\$0.00

LABOR

FFP

PARTIAL FUNDING by DWAC 2 0372

The Contractor shall invoice against this SUBCLIN until exhausted.

NET AMT

\$0.00

ACRN AP

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200105					\$0.00

Labor

FFP

Funded by DWAC40163.

PURCHASE REQUEST NUMBER: HQ028733310013000

NET AMT

\$0.00

ACRN AU

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2002			Dollars, U.S.		(b)(4)

EXERCISED
OPTION

Travel/ODCs

COST

The Contractor shall Travel in accordance with the attached Performance Work Statement. All invoices for travel reimbursement shall be accompanied by supporting receipts.

ESTIMATED COST

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200201	Travel/ODCs FFP Partial Funding				\$0.00

NET AMT	\$0.00
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ACRN AP

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200202	Travel/ODC's FFP Partial funding for DSAC 3 0654				\$0.00

NET AMT	\$0.00
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ACRN AS

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200203	Travel/ODCs COST Funded by DWAC40162 PURCHASE REQUEST NUMBER: HQ028733310013000		Each		\$0.00

ESTIMATED COST	\$0.00
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ACRN AU

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2004	Labor	12	Months	(b)(4)	(b)(4)
EXERCISED OPTION	FFP				

Additional work to update current tasks and new task. 2.0 title changed to Workforce Development: Organization and Capability Development and Assessment; task 2.1 is replaced with new work; and task 2.1 is now task 2.2. Task 2.3 and 2.4 is replaced with new work and tasks 2.5, 2.6, 2.7, 2.8, 2.9, and 2.10 are additional task.

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200401	LABOR				\$0.00

FFP
Partial Funding by DWAC 2 0372
The Contractor shall invoice against this SUBCLIN until exhausted.

NET AMT

\$0.00

ACRN AP

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200402	LABOR FFP Partial funding by DWAC 3 0188 The Contractor shall invoice against this subCLIN after subCLIN 200401 is exhausted.				\$0.00

NET AMT	\$0.00
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ACRN AQ	(b)(4)
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200403	Labor FFP Funded by DWAC40162 PURCHASE REQUEST NUMBER: HQ028733310013000				\$0.00

NET AMT	\$0.00
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ACRN AU	(b)(4)
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3001		12	Months	(b)(4)	(b)(4)

OPTION

LABOR CLIN
FFP

The Contractor shall provide the required level of scientific, technical, engineering and administrative (SETA) support to the Office of the Director, Systems Engineering in accordance with the Performance Work Statement. Period of Performance: (6 Months)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3002			Dollars, U.S.		(b)(4)

OPTION

Travel/ODCs
COST

The Contractor shall Travel in accordance with the attached Performance Work Statement. All invoices for travel reimbursement shall be accompanied by supporting receipts.

ESTIMATED COST

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3004	Labor	12	Months	(b)(4)	(b)(4)
OPTION	FFP				
	Additional work to update current tasks and new task. 2.0 title changed to Workforce Development: Organization and Capability Development and Assessment; task 2.1 is replaced with new work; and task 2.1 is now task 2.2. Task 2.3 and 2.4 is replaced with new work and tasks 2.5, 2.6, 2.7, 2.8, 2.9, and 2.10 are additional task.				
NET AMT					(b)(4)

This is issued under and pursuant to the provisions of (the "Agreement"). The terms and conditions of the Agreement are hereby incorporated by reference and, except as provided herein by this , remain in full force and effect.

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
0002	Destination	Government	Destination	Government
0003	Destination	Government	Destination	Government
000301	N/A	N/A	N/A	Government
000302	N/A	N/A	N/A	Government
000303	N/A	N/A	N/A	Government
0004	Destination	Government	Destination	Government
1001	Destination	Government	Destination	Government
100101	N/A	N/A	N/A	Government
100102	N/A	N/A	N/A	Government
100103	N/A	N/A	N/A	Government
100104	Destination	Government	Destination	Government
100105	N/A	N/A	N/A	Government
100106	N/A	N/A	N/A	Government
100107	Destination	Government	Destination	Government
1002	Destination	Government	Destination	Government
100201	N/A	N/A	N/A	Government
100202	N/A	N/A	N/A	Government
100203	N/A	N/A	N/A	Government

1003	N/A	N/A	N/A	Government
100301	N/A	N/A	N/A	Government
1004	N/A	N/A	N/A	Government
100401	N/A	N/A	N/A	Government
100402	Destination	Government	Destination	Government
2001	Destination	Government	Destination	Government
200101	N/A	N/A	N/A	Government
200102	N/A	N/A	N/A	Government
200103	Destination	Government	Destination	Government
200104	Destination	Government	Destination	Government
200105	Destination	Government	Destination	Government
2002	Destination	Government	Destination	Government
200201	N/A	N/A	N/A	Government
200202	Destination	Government	Destination	Government
200203	Destination	Government	Destination	Government
2004	N/A	N/A	N/A	Government
200401	N/A	N/A	N/A	Government
200402	Destination	Government	Destination	Government
200403	Destination	Government	Destination	Government
3001	Destination	Government	Destination	Government
3002	Destination	Government	Destination	Government
3004	N/A	N/A	N/A	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 05-JUL-2011 TO 04-JAN-2012	N/A	OSD DEFENSE RESEARCH AND ENGINEERING <div style="border: 1px solid black; padding: 5px; display: inline-block;">(b)(6)</div> FOB: Destination	HQ0287
0002	POP 05-JUL-2011 TO 04-JUL-2012	N/A	{SAME AS PREVIOUS LOCATION} FOB: Destination	HQ0287
0003	POP 05-JAN-2012 TO 04-JUL-2012	N/A	{SAME AS PREVIOUS LOCATION} FOB: Destination	HQ0287
000301	N/A	N/A	N/A	N/A
000302	N/A	N/A	N/A	N/A
000303	N/A	N/A	N/A	N/A

0004	POP 04-MAY-2012 TO 04-JUL-2012	N/A	OSD DEFENSE RESEARCH AND ENGINEERING (b)(6)	HQ0287
			FOB: Destination	
1001	POP 05-JUL-2012 TO 04-JUL-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0287
100101	N/A	N/A	N/A	N/A
100102	N/A	N/A	N/A	N/A
100103	N/A	N/A	N/A	N/A
100104	N/A	N/A	N/A	N/A
100105	N/A	N/A	N/A	N/A
100106	N/A	N/A	N/A	N/A
100107	N/A	N/A	N/A	N/A
1002	POP 05-JUL-2012 TO 04-JUL-2013	N/A	OSD DEFENSE RESEARCH AND ENGINEERING (b)(6)	HQ0287
			FOB: Destination	
100201	N/A	N/A	N/A	N/A
100202	N/A	N/A	N/A	N/A
100203	N/A	N/A	N/A	N/A
1003	POP 22-APR-2013 TO 04-MAY-2013	N/A	OSD DEFENSE RESEARCH AND ENGINEERING (b)(6)	HQ0287
			FOB: Destination	
100301	N/A	N/A	N/A	N/A

1004	POP 05-MAY-2013 TO 04-JUL-2013	N/A	OSD DEFENSE RESEARCH AND ENGINEERING (b)(6) FOB: Destination	HQ0287
100401	N/A	N/A	N/A	N/A
100402	N/A	N/A	N/A	N/A
2001	POP 05-JUL-2013 TO 04-JUL-2014	N/A	OSD DEFENSE RESEARCH AND ENGINEERING (b)(6) FOB: Destination	HQ0287
200101	POP 05-JUL-2013 TO 04-JUL-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0287
200102	POP 05-JUL-2013 TO 04-JUL-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0287
200103	N/A	N/A	N/A	N/A
200104	N/A	N/A	N/A	N/A
200105	N/A	N/A	N/A	N/A
2002	POP 05-JUL-2013 TO 04-JUL-2014	N/A	OSD DEFENSE RESEARCH AND ENGINEERING (b)(6) FOB: Destination	HQ0287
200201	N/A	N/A	N/A	N/A
200202	N/A	N/A	N/A	N/A
200203	N/A	N/A	N/A	N/A
2004	POP 05-JUL-2013 TO 04-JUL-2014	N/A	OSD DEFENSE RESEARCH AND ENGINEERING (b)(6) FOB: Destination	HQ0287

200401	N/A	N/A	N/A	N/A
200402	N/A	N/A	N/A	N/A
200403	N/A	N/A	N/A	N/A
3001	POP 05-JUL-2014 TO 04-JUL-2015	N/A	OSD DEFENSE RESEARCH AND ENGINEERING (b)(6)	HQ0287
			FOB: Destination	
3002	POP 05-JUL-2014 TO 04-JUL-2015	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0287
3004	POP 05-JUL-2014 TO 04-JUL-2015	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0287

ACCOUNTING AND APPROPRIATION DATA

AA: 971 0400.1120 P1142 0401 251C S49447 DWAC10129

(b)(4)

AB: 971 0400.1120 P1143 0401 251C S49447 DWAC10239

(b)(4)

AC: 9712 0400.1120 P2142 00000 0401 251C S49447 DWAC20027

(b)(4)

AD: 972 0400.1120 P2142 0401 251C S49447 DWAC20027

(b)(4)

AE: 971 0400.1120 P1142 0401 251C S49447 DWAC10287

(b)(4)

AF: 972 0400.1120 P2142 0401 251C S49447 DWAC20195

(b)(4)

AG: 972 0400.1120 P2101 0410 251C S49447 DWAC20204

(b)(4)

AH: 97 2 0100.1120 2507 251C S49447 DSAC20480

(b)(4)

AJ: 97 2 0400.1120 92142 0401 251C 96KM97 049447 DWAC20195

(b)(4)

AK: 97 2 0400.1120 P2142 0401 251C 96KM97 049447 DWAC 2 0195

(b)(4)

AL: 97 2 0400.1120 P2476 0401 251C 96KM97 049447 DWAC 2 0315

(b)(4)

AM: 97 3 0400.1120 P3142 0404 251C 96KM97 049447 DWAC 3 0188

(b)(4)

AP: 97 2 0400.1120 P2142 0401 251C 96KM97 049447 DWAC 2 0372

(b)(4)

AQ: 97 3 0400.1120 P3142 0401 251C 96KM97 049447 DWAC 3 0188

(b)(4)

AR: 97 3 0400.1120 P3142 0401 251C 96KM97 049447 DWAC 3 0195

(b)(4)

AS: 97 3 0100.1120 00000 2507 251C 96JU97 049447 DSAC 3 0654

(b)(4)

AT: 97 2 0400.1120 P2142 0401 251C 96KM97 049447 DWAC 20195

(b)(4)

AU: 974 0400 1120 P4142 0401 251C 96KM97 049447 DWAC40162

(b)(4)

CLAUSES INCORPORATED BY REFERENCE

52.232-19	Availability Of Funds For The Next Fiscal Year
52.233-3	Protest After Award

APR 1984
AUG 1996

CLAUSES INCORPORATED BY FULL TEXT

WHS A&PO WAWF INVOICING INSTRUCTIONS (Apr 2010)

To implement DFARS 252.232-7003, "Electronic Submission of Payment Requests and Receiving Reports (March 2008)", Washington Headquarters Services, Acquisition & Procurement Office (WHS A&PO) utilizes WAWF to electronically process vendor requests for payment. The web based system is located at <https://wawf.eb.mil>, and allows government contractors and authorized Department of Defense (DOD) personnel to generate, capture, process and track invoice and acceptance documentation electronically. The contractor is required to utilize this system when submitting invoices and receiving reports under this contract. **Submission of hard copy DD250/Invoice/Public Vouchers (SF1034) is no longer permitted.**

The contractor shall ensure an Electronic Business Point of Contract is designated in Central Contractor Registration at <http://www.ccr.gov/> and register to use WAWF at <https://wawf.eb.mil> within ten (10) days after award of the contract or modification incorporating WAWF into the contract. Step by step instructions to register are available at <http://wawf.eb.mil>.

The contractor is directed to submit the following invoice type:

2-n-1 - Services Only, including Construction

****Do NOT use the WAWF Construction invoice type – it is not permitted for invoices paid in the MOCAS system**

Back up documentation may be attached to the invoice in WAWF under the "Misc Info" tab.
Fill in all applicable information under each tab.

With the exception of extensions, the following required information should automatically populate in WAWF; if it does not populate, or does not populate completely or correctly, enter the following information as noted:

Contract Number	HQ0034-11-A-0003
Delivery Order	0004
Pay DoDAAC	HQ0347
Issue By DoDAAC	HQ0034
Admin By DoDAAC	HQ0034
Inspect By DoDAAC/Extension	HQ0287
Service Acceptor DODAAC/Extension <u>or</u> Ship to DODAAC/Extension <u>or</u> Service Approver DODAAC/Extension <u>or</u> Grant Approver DODAAC/Extension	HQ0287
DCAA Auditor DODAAC/Extension	Leave Blank
LPO DODAAC	Leave Blank

The Contractor shall verify that the DoDAACs automatically populated by the WAWF system match the above information. If these DoDAACs do not match then the contractor shall correct the field(s) and notify the contracting officer of the discrepancy (ies).

The Contractor will need to enter a Shipment (or Voucher) Number in a specific format.

- The correct format for a shipment number for MOCAS invoices is AAAXNNN where A = alpha, X = alphanumeric and N = numeric characters, followed by a "Z" suffix if it is a final invoice. (e.g. SER0001, BVN0002Z, SERA003)
- WAWF will affix the prefix "SER" for 2-in-1 invoices and prefix "BVN" for cost vouchers to the Shipment (or Voucher) Number fields. For Combo documents, the contractor may enter their own three letter prefixes.

Take special care when entering Line Item information . The Line Item tab is where you will detail your request for payment and material/services that were provided based upon the contract. Be sure to fill in the following items exactly as they appear in the contract:

- Item Number: If the contract schedule has more than one ACRN listed as sub items under the applicable Contract Line Item Number (CLIN), use the 6 character, separately identified Sub Line Item Number (SLIN) (e.g. – 0001AA) or Informational SLIN (e.g. – 000101), otherwise use the 4 character CLIN (e.g. – 0001).
- Unit Price
- Unit of Measure
- ACRN: Fill-in the applicable 2 alpha character ACRN that is associated with the CLIN or SLIN.

Note – DO NOT INVOICE FOR MORE THAN IS STILL AVAILABLE UNDER ANY CLIN/SLIN/ACRN.

Before closing out of an invoice session in WAWF but after submitting your document or documents, the contractor will be prompted to send additional email notifications. Contractor shall click on "Send More Email Notification" on the page that appears. Add the following email address (b)(6)@whs.mil in the first email address block and add any other additional email addresses desired in the following blocks. This additional notification to the government is important to ensure that all appropriate persons are aware that the invoice documents have been submitted into the WAWF system.

If you have any questions regarding WAWF, please contact the WAWF Help Desk at 1-866-618-5988.

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 60 Days.

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 Days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 Days days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 54 Months.

(End of clause)

252.209-7996 REPRESENTATION BY CORPORATIONS REGARDING AN UNPAID DELINQUENT TAX LIABILITY OR A FELONY CONVICTION UNDER ANY FEDERAL LAW – DOD MILITARY CONSTRUCTION APPROPRIATIONS (DEVIATION 2013-O0006) (JAN 2013)

(a) In accordance with section 101(a)(10) of the Continuing Appropriations Resolution, 2013, (Pub. L. 112-175) none of the funds made available by that Act for military construction may be used to enter into a contract with any corporation that was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless the agency has considered suspension or debarment of the corporation and made a determination that this action is not necessary to protect the interests of the Government.

(b) The Offeror represents that it is ☐ is not ☐ a corporation that was convicted of a felony criminal violation under a Federal law within the preceding 24 months.

(End of provision)

252.209-7997 REPRESENTATION BY CORPORATIONS REGARDING AN UNPAID DELINQUENT TAX LIABILITY OR A FELONY CONVICTION UNDER ANY FEDERAL LAW—DOD APPROPRIATIONS (DEVIATION 2013-O0006) (JAN 2013)

(a) In accordance with section 101 (a) (3) of the Continuing Appropriations Resolution, 2013, (Pub. L. 112-175) none of the funds made available by that Act for general appropriations for DoD may be used to enter into a contract with any corporation that—

(1) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, unless the agency is aware of the unpaid tax liability, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government.

(2) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless the agency has considered suspension or debarment of the corporation and made a determination that this action is not necessary to protect the interests of the Government.

(b) The Offeror represents that—

(1) It is ☐ is not ☐ a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

(2) It is ☐ is not ☐ a corporation that was convicted of a felony criminal violation under a Federal law within the preceding 24 months.

(End of provision)

252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (MAY 2006)

(a) Contract line item(s) 2004 through 2004 are incrementally funded. For these item(s), the sum of \$294,012.00 of the total price is presently available for payment and allotted to this contract. An allotment schedule is set forth in paragraph (j) of this clause.

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

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

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

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

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

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

(h) Nothing in this clause affects the right of the Government to this contract pursuant to the clause of this contract entitled "TERMINATION FOR CONVENIENCE OF THE GOVERNMENT."

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

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

(b)(4)

CONTRACTING OFFICER'S REPRESENTATIVE (COR) (MARCH 2007)

The COR is a representative for the Government with limited authority who has been designated in writing by the Contracting Officer to provide technical direction, clarification, and guidance with respect to existing specifications and statement of work (SOW)/statement of objectives (SOO) as established in the contract. The COR also monitors the progress and quality of the Contractor's performance for payment purposes. The COR shall promptly report Contractor performance discrepancies and suggested corrective actions to the Contracting Officer for resolution.

The COR is NOT authorized to take any direct or indirect actions or make any commitments that will result in changes to price, quantity, quality, schedule, place of performance, delivery or any other terms or conditions of the written contract.

The Contractor is responsible for promptly providing written notification to the Contracting Officer if it believes the COR has requested or directed any change to the existing contract (or task/delivery order). No action shall be taken by the Contractor for any proposed change to the contract until the Contracting Officer has issued a written directive or written modification to the contract (or task/delivery order). The Government will not accept and is not liable for any alleged change to the contract unless the change is included in a written contract modification or directive signed by the Contracting Officer.

If the Contracting Officer has designated an Alternate COR (ACOR), the ACOR may act only in the absence of the COR (due to such reasons as leave, official travel, or other reasons for which the COR is expected to be gone and not readily accessible for the day).

COR authority IS NOT delegable.

PROTESTS (AGENCY LEVEL) (AUGUST 2007)

Potential bidders or offerors may submit an agency-level protest directly to the Contracting Officer. As an alternative to the Contracting Officer's consideration of a protest, a potential bidder or offeror may request an independent review of their protest by a WHS Protest Deciding Official. In either case, the agency-level protest must comply with the requirements and procedures in FAR 33.103 for submitting agency-level protests. A request for an independent review by the WHS Protest Deciding Official shall be submitted to (Title of WHS Protest Deciding Official - to be completed by the CO/CS) (Address of WHS Protest Deciding Official - to be completed by

the CO/CS). A protest decision by the Contracting Officer or WHS Protest Deciding Official is final and not subject to appeal or reconsideration within WHS.

KEY PERSONNEL

“Key Personnel

(a) The Contractor shall notify the Contracting Officer prior to making any changes in personnel assigned to key positions. The key positions are defined as:

- (1) Systems Engineering Policy and Guidance SME
- (2) Software Engineering Expert SME
- (3) Producibility/Manufacturing SME
- (4) Systems Engineering Workforce SME
- (5) Reliability and Maintainability SME
- (6) Call Order Project Manager

(h) It is understood that changes in key personnel and other contractor staff during the life of the contract (including the first 90 days) may be necessitated due to exigencies agreed to by the Director of Mission Assurance or his designated representative, the Government COR, and the contractor in coordination with the Contracting Officer. The Contractor shall provide a detailed explanation of the circumstances necessitating any proposed substitutions, complete resumes for the proposed new staff, and any additional information requested by the Government COR and the Contracting Officer. The Contractor shall, prior to making any substitution permanent, demonstrate to the satisfaction of the Director of Mission Assurance that the qualifications of the proposed substitute personnel are equal to or better than the qualifications of the personnel originally identified for or in that position. The Contracting Officer will notify the Contractor within 15 calendar days after receipt of all required information of the decision on proposed substitutions.”

- o In the event the Offeror cannot identify 50% of the specific individuals to staff the workload plan at the time of proposal submission, the following applies. The contractor shall provide data and information to describe their understanding of the staffing requirements and their staff recruiting efforts to the degree that is sufficient to enable the government to **conclude with confidence** that the Offeror will fill these positions with highly qualified individuals no later than 15 working days after award.

STATEMENT OF WORK

Policy, Guidance and Human Capital Support Specific Tasks

The contractor shall be directly responsible for ensuring the accuracy, timeliness, and completion of all requirements under this Performance Work Statement (PWS).

The contractor shall provide professional engineering services to assist the Deputy Assistant Secretary of Defense, Systems Engineering (DASD (SE)) in execution of the regulatory and statutory Policy, Guidance, Specialty Engineering, and Human Capital functions. The contractor shall maintain electronic and hard copy files of all supporting analyses, work papers, and review products. These requirements may best be met with a blend of full time and part-time Subject Matter Experts in appropriate domain areas to support the following.

1. Policy and Guidance Support

1.1. Systems Engineering Policy and Guidance

The DASD (SE) promulgates Systems Engineering (SE) policy and best practices within the AT&L workforce, the Services and Agencies, and industry.

1.1.1. DODI 5000.02 and Enclosure 12 and Future Enclosures, as Necessary

The contractor shall develop, prepare and coordinate draft recommended policy applicable to SE and development planning (DP) in DoD acquisition programs for DASD (SE) consideration and approval. The contractor shall make recommendations for and coordinate draft policy memoranda for interim SE and DP policy. The contractor shall support the DASD (SE) in preparing periodic updates to DODI 5000.02, Enclosure 12 and potential future enclosures.

Historically, DODI 5000.02 has been updated only when needed to codify new statute and policy or at the direction of the USD (AT&L). DASD (SE) participates in change development and revision coordination within USD (AT&L), as needed. A major update to DODI 5000.02 is anticipated in FY 11 and approximately every two years thereafter.

1.1.2. Integration of SE in Other Policy

The contractor shall assist DASD (SE), working with Director, Defense Procurement and Acquisition Policy (DPAP) and the Defense Acquisition Policy Working Group (DAPWG); to contribute to other policy documents to ensure SE and DP are consistently integrated into non-SE Office of the Secretary of Defense (OSD) policy issuances. The contractor shall review draft policy documents assigned to DASD (SE) for review/coordination and prepare draft comments in coordination matrix format for Government approval and submission.

DASD (SE) reviews approximately 25 policy memoranda or other documents per year.

1.1.3. Defense Acquisition Guidebook (DAG)

The contractor shall propose and coordinate new and revised guidance on behalf of the DASD (SE) necessary to ensure compliance with systems engineering policy on DoD acquisition programs. The contractor shall prepare periodic updates to the Defense Acquisition Guidebook, Chapter 4 *Systems Engineering* and contribute to Chapter 8, *Technology Protection*, Chapter 6, *Human Systems Integration*, and other chapters, as necessary, to ensure appropriate Systems Engineering guidance is addressed across the lifecycle and integrated throughout the DAG. After DAG changes are approved by the Government, the contractor shall enter them into the DAG portal or submit them to the DPAP DAG editor, as appropriate.

Chapter 4 is approximately 200 pages plus references and other linked data. Contractor support requires continuous monitoring and review of the approximately 1000 page DAG plus references, and other linked data, in order to determine impact to SE guidance. Updates are initiated by the chapter editors when needed.

1.1.4. Systems Engineering Guidance

The contractor shall assist DASD (SE) in preparation and revision of SE- related guidance documents. This shall include preparing drafts, coordination of drafts among SE stakeholders, reconciliation of comments, and preparation of the “for release” final version.

Develop/revise five guidance or best practice documents per year.

1.1.5. Configuration Management

The contractor shall assist the DASD (SE) in the development and promulgation of configuration management (CM) policy, guidance, and best practices within the Acquisition workforce, the Services and Agencies, and their industry partners. At Government direction, the contractor shall support DASD (SE) liaison with industry partners via industry associations, professional societies, and standards-making bodies to ensure DoD CM policy and methods work seamlessly in the SE environment.

Develop four Policy, guidance, or best practices documents per year. Support four meetings per year.

1.1.6. Data Management

The contractor shall assist the DASD (SE) in the development and promulgation of policy, guidance, and best practices for data management (DM) within the AT&L workforce, (*e.g.*, *DPAP*, *L&MR*), the Services and Agencies, and their industry partners. At Government direction, the contractor shall support DASD (SE) liaison with industry partners via industry associations, professional societies, and standards-making bodies to ensure DoD DM policy and methods work seamlessly in the SE environment.

Develop four policies, guidance, or best practices documents per year. Support four meetings per year.

1.1.7. Risk Management

The contractor shall assist the DASD (SE) in the development and promulgation of DoD risk management guidance, education, and training. The contractor shall support DASD (SE) as Chair of the Risk Management Working Group (RMWG) with membership from the Services, program management and SE career fields. The working group reviews and approves updates to the DoD Risk Management Guide and Risk Management Community of Practice (CoP). DASD (SE) SRCA supports policy and best practice updates. Support DASD (SE) by serving as a team member of NATO Subgroup A/C 327 Working Group 4 on Risk Management. The contractor shall assist the DASD (SE) representative in preparation for subgroup meetings and may represent the DASD (SE) at selected meetings.

Guidance is updated annually. RMWG meets annually. The contractor shall support annual subgroup meetings and participate in four formal telecons with the RMWG and community per year.

1.1.8. Systems Engineering Plan (SEP) Outline

The contractor shall maintain and, at the direction of the Government, update the SEP Outline with content driven by and directly attributable to policy. The contractor shall participate in all SEP reviews and periodically interface with PMOs, Service representatives, and other members of DASD(SE) government and contractor staff to identify and assess potential areas for improvement in the configuration-controlled SEP Outline. The contractor shall recommend, coordinate, and publish fully adjudicated updates in responses to new SE/DP and other acquisition policy changes and lessons learned as changes or new versions. The contractor shall plan, coordinate, and support at least four SEP road-shows annually.

A SEP Outline update is planned for FY11 to incorporate NDAA 2011 and DP policy additions with changes and annually thereafter as new/revised policy necessitates. Road-shows are conducted in CONUS locations, outside of the National Capital Region (NCR) metropolitan area and are generally two days in duration.

1.1.9. Integration with DDT&E

The contractor shall develop and maintain processes and procedures for coordination of activities and integration of products with Director, Developmental Test and Evaluation (DDT&E). The contractor shall establish joint processes for matrix type support of integrated activities such as DASD (SE) participation in Assessments of Operational Readiness (AOTR) s and DASD (DT&E) participation in Program Support Reviews (PSR) s.

This is a one-time activity to be completed within one year of contract award.

1.2. Specialty Engineering Policy and Guidance

The contractor shall develop, fully coordinate, and, upon approval of the DASD (SE), publish to the World Wide Web and/or Acquisition Community Connection (ACC) focused guidebooks on systems engineering, specialty engineering and other related focus areas such as SEP outline, System Assurance and System Security Engineering, Software Engineering Guide, Configuration Management Guide, and Risk Management Guide.

1.2.1 Quality

The contractor shall review and update DoD quality management practices and procedures. This includes reviewing industry and international efforts, such as the Allied Quality Assurance Publications and standardization agreements, and coordination with representatives from the Services, Defense Logistics Agency (DLA), Missile Defense Agency (MDA), and Defense Contract Management Agency (DCMA) on proposed quality policy changes. Participation in these standards-related areas is on an as-needed basis. The contractor shall consult and interact with industry association quality organizations associated with the NDIA, TechAmerica, AIA, and professional quality societies such as the American Society for Quality (ASQ). The contractor shall support DASD (SE) as Chair of the Quality Advisory Group, a meeting that addresses issues common to the Services and Agencies.

Develop four policy, guidance or best practices documents per year. Support four meetings per year.

1.2.2 Human Systems Integration (HSI)

In coordination with ADS(R&E) Director, Research, the contractor shall coordinate the planning, management, and execution of human systems integration (HSI) activities and recommend to the DASD (SE), DoD resource requirements for HSI activities within the Department. The contractor

shall support the Joint HSI Steering Committee co-chaired by the DASD (SE), participate in the Joint HSI Working Group, and develop and coordinate for DASD (SE) approval appropriate HSI policy and guidance.

The Steering Committee and Working Group meets semiannually at the initiation of the co-chairmen.

1.2.3 Reliability and Maintainability (R&M) Engineering

The contractor shall provide R&M technical and analytical services in support of DASD (SE) acquisition program responsibilities as described below. This task spans all phases of the DOD acquisition life cycle from development planning through sustainment.

1.2.3.1 R&M Policy and Guidance

The Contractor shall propose to the DASD (SE) updates to the R&M section of the DAG to reflect the most recent DoDI 5000.02 R&M policy changes. The Contractor shall propose written updates to the DAG aligned by phase of the DoD acquisition life cycle. The Contractor's proposed updates to the DAG must be properly integrated and synchronized with the technical baseline, DoD Systems Engineering Technical Review process and with DAU's Defense Integrated Life Cycle Management System. The Contractor shall also integrate and propose written updates to the R&M sections of the following documents as part of contractor's proposed update to the DAG: Technology Development Strategy/Acquisition Strategy/System Engineering Plan, Preliminary and Post-Critical Design Review Reports, Test and Evaluation Strategy (TES) and Test & Evaluation Master Plan (TEMP), Defense Acquisition Executive System

Reviews to report growth status, Checklists and assessment criteria to support Defense Acquisition Program Support (DAPS) Methodology including training and guidance on how to use, Development of R&M contract Language with artifacts aligned by SE technical review, RAM-C Manual, Systems Engineering Plan and reliability growth plan (at subsystem, system level that includes growth curves). The Contractor shall provide a one-time written submission for the DAG update for each DOD acquisition phase with bi-monthly updates to address customer comments and new policy changes. The contractor shall also provide policy analyses, written reports, records, agendas, briefing presentations, action items, minutes, to support DASD (SE) staff participation in conferences and other activities.

The contractor shall develop and use a systematic process to be approved by the DASD (SE) to continually review and evaluate legislation, DOD acquisition policy, R&M Body of Knowledge (to include but not limited to R&M Standards, R&M design & test techniques, reliability growth models, reliability prediction techniques, growth management plans, RAM-C reports, service policies, R&M standard work packages from Industry/Gov, publications, etc) and technology advances to assess impacts to DOD R&M policy and guidance.

The Contractor shall assess the current R&M continuous learning module (CLM) course content and propose updates consistent with the aforementioned DAG update by DOD acquisition phase. R&M CLM are updated annually.

The Contractor shall support the DASD (SE) in assessing cancelled and active R&M Standards, Handbooks and DIDs.

The Contractor shall support Service Standardization working groups for the update and reinstatement of at least seven Military standards and related Data Item Descriptions in the following areas: R&M Management: Mil-Std-785, Mil-Std-470, Mil-Std-2165, DI-SESS-81613 2, Reliability Design: Mil-Std-1629, DI-ILSS-81495 and R&M Test: Mil- Std-471, Mil-STD-781 and Mil-Std-1635 DI-NDTI-81585, DI-RELI-80250.

The contractor shall support the DASD (SE) in planning and administration of R&M working groups with other DoD organizations and agencies. The contractor shall support the planning and administration, of the R&M Working Group which will commence in 2Q CY 2011 to include creation and use of a template and process to consistently analyze and evaluate DoD R&M policy and guidance documents for their currency and usefulness as directed by the DASD (SE).

This group will meet a minimum of 6 times a year.

1.2.3.2 R&M Acquisition Program Documentation Reviews

R&M engineering reviews include, but are not limited to the following program acquisition documents: TDS/AS/SEP, TES/TEMP, Defense Acquisition Executive System Reviews to report growth status, Preliminary and Post-Critical Design Review Reports, RAM-C Manual, Systems Engineering Plan, Reliability growth plan (at subsystem, system including growth curves), Systems Engineering Technical Reviews. The Contractor shall:

- (1) Review assigned documents to determine adherence to applicable R&M policy, guidance, and best practice;
- (2) Document, justify, and provide proposed comments using prescribed formats and tools for approval by DASD (SE)
- (3) Interface with program offices as well as OSD/Component staff during this process, as appropriate; and
- (4) Participate in DASD (SE) and other OSD led adjudication reviews of these documents. .

1.2.3.3 R&M Acquisition Review and Analysis

The scope of the R&M acquisition review and analysis task includes reviews to support the MDAP/MAIS Program Support Review process, Nunn-McCurdy and other acquisition certification reviews, Component and program office requested reviews, system engineering and R&M technical reviews, and other reviews conducted consistent with policy and program directions. It is anticipated that a minimum of 25 program specific analyses will be conducted annually. Additionally a level of interaction with some number of the 30 or more programs reviewed over the past two years will be required. Based on previous history, it is likely that the need for quick reaction R&M reviews will be required to meet unplanned requirements. Accomplishment of this task requires the contractor attend on-site contractor and program office reviews and meetings as necessary and work in an OSD team environment. The activity requires the contractor staff to synthesize significant programmatic and technical data and information to develop a complete understanding of user and contract requirements as well as the programmatic (cost, schedule, EVM) and technical status of the program to include cost, schedule, technical performance, R&M engineering methods. This includes a range of technical assessment activities encompassing all aspects of R&M engineering development planning and execution to include R&M methods and

tools, risk management, IMP/IMS, integration with the requirements of the systems engineering process, etc.

The contractor shall develop and present to DASD (SE) a detailed, written review plan for each assigned review and analysis that will be used to guide and manage accomplishment of the planning, execution, identification of analysis and review products, and documentation of the review. The contractor shall adhere to DASD (SE) criteria and guidance such as the DAPS and other methodologies or as otherwise directed in accomplishing these reviews. The contractor shall participate in PSR, and other reviews in the development and adjudication of review findings. The contractor shall present all proposed review findings to DASD (SE) R&M Team Lead before submission for adjudication. The contractor shall perform on-going surveillance of reviewed programs to refresh review findings and advise DASD (SE) of significant changes in the program baseline or performance. This effort will be planned and managed to be consistent with the reporting and monitoring needs of the PSR process.

1.2.4 Supportability

DASD (SE) reviews and updates DoD Supportability policy, practices, and procedures and works with industry on issues, publications and standardization agreements. DASD (SE) is a member of the Conditioned-Based Maintenance+, Prognostics and Health Monitoring, Product Support Assessment and Performance-Based Logistics Working Groups. The working group's task is to improve maintenance policy and materiel readiness in the DOD. The working group promotes the evolution of the Sustainment Key Performance Parameter and integrates Supportability in systems engineering best practices and processes.

The contractor, in support of the DASD (SE)'s supportability role, shall assist the DASD (SE) in the update of Supportability guidance annually.

1.2.5 Safety

The contractor shall support the DASD (SE) which serves as the Chair of the Defense Safety Oversight Committee (DSOC) Acquisition and Technology Programs (ATP) Task Force (TF). The purpose of the ATP TF is to investigate and recommend or implement changes to policies, procedures, initiatives, education and training, and investments to ensure acquisition programs address safety throughout the program life cycle. The contractor shall coordinate with the DOD safety community on behalf of the DASD (SE) on guidance and tools related to systems engineering support for environment, safety and occupational health (ESOH) considerations in design.

The ATP TF is responsible for executing the Air Combat Damage Reporting (ACDR) Plan and the Joint Non Platform Level Tests (JNPLT) Plan and responsible for completing the Joint Weapons Lasers System Safety Review Process (JWLSSRP) Instruction. The contractor shall provide written reports, records, briefing presentations, action items, and minutes to support DASD (SE) staff in the development of the ACDR and JNPLT Plans and in completing the JWLSSRP Instruction. The contractor will also provide assistance in the adjudication process of the JWLSSRP Instruction. DSOC meets four times per year. The contractor shall coordinate the meetings and develop minutes, action items and reports.

1.2.6 Specifications and Standards --Defense Standardization Program Office (DSPO)

Support the DASD (SE) as Tri-chair for the IT Standards Committee (ITSC) and represent USD (AT&L) at tri-annual meetings. Upon consensus of the ITSC participants and DISA, as the DoD Executive Agent for IT Standards, the ISOP co-chairs are responsible for approving the tri-annual update to the DoD IT Standards Repository (DISR).

On behalf of the DASD (SE), the contractor shall manage the Systems Engineering Specifications and Standards (SESS) portion of the ASSIST database. This includes management of SESS contents and coordination of new/revised documents for adoption or deletion/cancellation. Support the DASD (SE) in his role as Chair of the Defense Standardization Council and any special working groups directed by the Chair or Council related to SE specifications and standards.

The contractor shall support the DSPO in analyses and studies related to standardization and parts management. The contractor shall provide recommended positions, policies, and procedures to optimize standardization considerations during weapon systems design and during appropriate reviews. Participate in three meetings per year. Update DISR 3 times per year. SESS management is continuous.

1.2.7 Software Engineering (SWE)

The contractor shall provide SWE technical and analytical services in support of DASD (SE) acquisition program responsibilities as described below. For the purposes of this PWS the term software includes Commercial-off-the-Shelf, Government-off-the Shelf, custom code, firmware, and software assurance applied to Major Defense Acquisition Programs (MDAPS) and Major Automated Information Systems (MAIS) This task spans all phases of the system and software acquisition life cycle and SW domains from development planning through sustainment. The technical and analytical tasks associated with the SW Workforce are described in Section 2.1.9.

1.2.7.1 SWE Policy & Guidance.

The scope of DoD SWE policy and guidance includes, but is not limited to JCIDI 3170, DODI 5000.02 and other appropriate Directives and Instructions for system acquisition, sustainment, and life cycle management; government and non-governmental SWE standards; Defense Acquisition Guidebook (DAG) and the Defense Acquisition Programs (DAPS) Methodology; Component SWE policy and guidance; guidebooks; and other documents.

The contractor shall perform this SWE policy and guidance task consistent with the broader DASD (SE) Policy and Guidance task described in Section 1.0 of this PWS. The contractor shall develop and use a systemic process to be approved by the DASD (SE) to continually review and evaluate legislation, system acquisition policy, best practice research, SWE Body of Knowledge, and technology advances to assess impacts to DOD SW policy and guidance. The contractor shall

- (1) Provide written assessments of impacts to DOD SW policy and guidance,
- (2) Formulate written recommendations and policy and guidance change proposals for the DASD (SE) to address these impacts, (3) interface with other DOD organizations and agencies, and
- (3) Provide assistance to the DASD (SE) staff in preparing periodic updates to SWE policy and guidance.

The contractor shall provide a plan NLT 60 days after contract award for creating and refreshing a DASD (SE) electronic repository of DoD SW policy and guidance documents and shall implement

this repository with available government technology resources as directed by the DASD (SE). The contractor shall support the planning, administration, and work of the DOD SW Standards Working Group which will commence in 2Q CY 2011 to include creation and use of a template and process to consistently analyze and evaluate DoD SW policy and guidance documents for their currency, interoperability, and usefulness as directed by the DASD (SE).

The contractor shall support the DASD (SE) staff in its on-going role as Co-Chair of the DoD-NDIA SW Working Group and SW Experts Panel by providing policy research and analysis, point papers, records, agendas, briefing presentations, action items, and minutes. This scope also includes research and analysis of the NDIA 2010 Top 5 SWE Issues. This group meets a minimum of 6 times a year with monthly teleconferences. The contractor shall also provide policy analyses, written reports, records, and briefing presentations to support DASD (SE) staff participation in conferences and other activities.

1.2.7.2 SWE Practice and Improvement Program

The scope of the SWE practice and improvement program includes activities associated with the on-going surveillance and use of technical and academic research, data, and information from the review of acquisition programs to advance the state of SWE practice within DOD, interaction with Components to advance and support the DOD SW Acquisition Improvement Program (Title 10, Section 804), and administration of the DOD SW Working Group (SWWG) and associated activities. This includes SW reliability estimation/modeling techniques and practices as well as application to DoD acquisition programs. The purpose of the SWWG is to serve as a focal point for the discussion, coordination, organization, and prioritization of software engineering activities within the DOD and to facilitate coordination with the NDIA Software Committee on issues of mutual concern. The scope of support includes planning and coordinating meetings, developing policy and position papers, providing meeting reports, and other normal administrative support. The SWWG will meet four times a year with an estimated 8 sub-committee meetings per year. The SWWG includes representatives from each Service; other OSD level organizations; DOD agencies such as DCMA, DISA, and NSA; and participation from other Federal agencies

The contractor shall develop and present for approval, with a subsequent implementation strategy, a plan to enable the continuous assessment of the SWE Body of Knowledge, based upon research, DASD(SE) systemic analysis data, and the results of program reviews that identify trends and issues warranting consideration of changes in SWE practice. The contractor shall identify and track the SW Improvement Program Initiatives of the Components and provide a yearly written report and recurring status updates. This effort shall include data collection and analysis to facilitate evaluation of the improvement initiatives. The contractor shall support DASD (SE) in facilitating the DoD Software Working Group (SWWG) and associated sub-working groups (i.e. research and studies, measurement, estimating and cost, practice and methods, sustainment, standards). The contractor shall support the DASD (SE) with research, written papers, records, and presentations for participation in conferences and outreach activities.

1.2.7.3 SW Performance Measurement, Parametric Modeling, and Analysis

The scope of this task focuses on the:

- (1) Collection and analysis of software development data on MDAP and MAIS programs to create organized and validated sets of SW program metrics to further the assessment and evaluation of specific SW development programs and program portfolios;
- (2) The use of parametric software estimation models and methods to perform software project analysis of level of effort, schedule, risk assessment, reliability and defect estimates, and resource requirements;
- (3) Leveraging SW data and information from Component cost analysis and SW centers and the OSD CAPE; and
- (4) Continuous monitoring of the performance of reviewed MDAP/MAIS SW development programs.

This program also includes the continuous refresh and evaluation of the DOD Systemic Software Analysis derived from the DOD PSR Systemic Analysis Data Base. These SW program planning and development activities associated with MDAP/MAIS programs support the Program Support Review process, Nunn-McCurdy and other acquisition certification reviews, Component and program office requested reviews, system engineering and SWE technical reviews, and other reviews conducted consistent with policy and program directions. It is anticipated that a minimum of 20 program specific analyses will be conducted annually and that the metrics data on over 30 previously analyzed programs will need to be refreshed. Based on prior history, it is likely that the need for quick reaction parametric-based SW project analyses will be required. Accomplishment of this program requires the contractor to attend on-site contractor and program office reviews and meetings as necessary.

The contractor shall establish a dedicated performance measurement, parametric modeling, and analysis capacity to support the DASD (SE) SW Team in executing its responsibility. The contractor shall provide to the DASD (SE) a detailed implementation plan describing the models, processes, and analytical approach to accomplish the scope of this task NLT 21 days after contract award. The contractor shall establish and document a baseline dashboard SW metrics collection and analysis process for tracking historical key SW performance metrics data of MDAP/MAIS programs.

The contractor shall populate this dashboard and associated data base with validated data enabling benchmarking this data against other similar program and portfolios, acquisition milestones, and other key variables to assess SW program trend performance. This effort shall build on SW acquisition program performance data collected and analyzed by DASD (SE) since June 2008 to present. The contractor shall perform parametric modeling on specified acquisition programs to facilitate assessment of SW program effort, schedule, cost, reliability and defects, and other measures of interest. The contractor shall systematically provide dashboard-based data analysis products of individual program and portfolio trends; respond to data generation requirements associated with DASD (SE) annual reports, and participate in all activities associated with the planning and conduct of the PSR and other review processes. The contractor shall refresh the 2008 DOD Systemic Software Analysis baseline with the results of all SW reviews since June 2008 NLT 60 days after contract award and provide assessments of trends and issues.

1.2.7.4 SW Acquisition Program Documentation Reviews

The scope of the acquisition documents to be reviewed includes, but is not limited to, the following: Acquisition Strategy, Systems Engineering Plan, SW Development Plan, DT&E/OT&E Plans, and

the Life Cycle Sustainment Plan. The scope of the documents to be reviewed by DASD (SE) is expanding due the increased emphasis on engineering analysis prior to Milestone A, requiring appropriate review Analysis of Alternatives (AOA) outcomes and the development of technical plans to support MS A. It is anticipated that as many as 30 documents may need to be reviewed annually based on anticipated MDAP and MAIS Milestone Reviews. This review process is often iterative for individual documents since documents may recycle through the review process more than once.

The contractor shall:

- (1) Review assigned documents to determine adherence to applicable SW policy, guidance, and best practice;
- (2) Document, justify, and provide proposed comments using prescribed formats for approval by DASD (SE);
- (3) Interface with program offices as well as OSD/ Component staff during this process as appropriate; and
- (4) Participate in DASD (SE) and other OSD led adjudication reviews of these documents.

1.2.7.5 SW Acquisition Review and Analysis.

The scope of the SW acquisition review and analysis task includes reviews to support the MDAP/MAIS Program Support Review process, Nunn-McCurdy and other acquisition certification reviews, Component and program office requested reviews, system engineering and SWE technical reviews, and other reviews conducted consistent with policy and program directions. It is anticipated that a minimum of 20 program specific analyses will be conducted during the 12 month period. Additionally, a level of interaction with some number of the 30 or more programs reviewed over the previous two years will be required. Based on previous history, it is likely that the need for quick-reaction SW reviews will be required to meet unplanned requirements. Accomplishment of this program requires the contractor to attend on-site contractor and program office reviews and meetings as necessary and work in an OSD team environment. The activity requires the contractor staff to synthesize significant programmatic and technical data and information to develop a complete understanding of user and contract requirements as well as the programmatic (cost, schedule, EVM, etc.) and technical status of the program to include cost, schedule, technical performance, SW development methods. This includes a range of technical assessment activities encompassing architecture, all aspects of SW development planning and execution to include methods and tools, software assurance, risk management, IMP/IMS, integration with the requirements of the systems engineering process, etc.

The contractor shall develop and present to DASD (SE) a detailed, written review plan for each assigned review and analysis that will be used to guide and manage accomplishment of the planning, execution, identification of analysis and review products, and documentation of the review. The contractor shall adhere to DASD (SE) criteria and guidance such as the DAPS and other methodologies or as otherwise directed in accomplishing these reviews. The contractor shall participate in PSRs other reviews in the development and adjudication of review findings. The contractor shall present all proposed review findings to the DASD (SE) SW team for consideration for submission to the adjudication process. The contractor shall perform on-going surveillance of reviewed programs to refresh review findings and advise DASD (SE) of significant changes in the

program baseline or performance. The contractor shall interface with and leverage data and information from other DOD organizations engaged in the estimating and review of SW programs such as the Component cost analysis and SW centers, the OSD CAPE, other USD AT&L organizations, and DCMA. Reporting and monitoring activities associated with this task shall be consistent with the needs of the PSR process.

1.2.8 Diminishing Manufacturing Sources and Material Shortages (DMSMS)

The contractor shall coordinate with the DoD industrial base and logistics communities on guidance and tools related to SE support for issues related to parts management, diminishing manufacturing sources and material shortages (DMSMS), supportability, and sustainability. The contractor shall participate in Product Support Assessment Team(s), DMSMS Working Group(s), Parts Management Working Group(s), and Legacy Parts Identification Working Groups as required.

1.2.9 Manufacturing

DASD(SE) ensures the consistency among manufacturing and production, quality management, and systems engineering policy, practices, and procedures. The contractor shall review, analyze, support, and contribute to manufacturing and production policy, guidance, practices, and procedures. The contractor shall also participate in the PSR process to assess the engineering and management activities associated with the planning, design, and implementation of manufacturing tooling, processes and capacities to execute the program's acquisition strategy and production schedule at each appropriate phase of the acquisition cycle. The contractor shall participate in MRL Working Group meetings and other professional associations in support of DoD manufacturing policy and guidance.

The contractor shall continuously monitor DoD manufacturing directives and manufacturing best practices, and support staff actions relative to production and manufacturing, as required. The contractor shall also provide policy analyses, written reports, records, agendas, briefing presentations, action items, and minutes, to support DASD (SE) staff participation in support of MRL, DMSMS, and Parts management Working Group meetings.

1.2.9.1 Manufacturing Policy and Guidance

The Contractor shall propose to the DASD (SE) updates to the Manufacturing section of the DAG to reflect the direction in the 2011 NDAA and associated policy changes. The Contractor shall propose written updates to the DAG aligned by phase of the DoD acquisition life cycle. The Contractor's proposed updates to the DAG must be properly integrated and synchronized with the technical baseline, DoD Systems Engineering Technical Review process (i.e. ASR, SRR, SFR, PDR, CDR, etc) and with DAU's Defense Integrated Life Cycle Management System.

1.2.9.2 Manufacturing Acquisition Review and Analysis

The scope of the Manufacturing acquisition review and analysis program includes reviews to support the MDAP/MAIS Program Support Review process, Nunn-McCurdy and other acquisition certification reviews, Component and program office requested reviews including assessment of manufacturing readiness as part of established technical reviews, and other reviews conducted consistent with policy and program directions. The contractor shall provide policy analyses, written reports, records, agendas, briefing presentations, action items, and minutes, to support DASD (SE) participation in manufacturing acquisition review and analysis activities.

It is anticipated that a minimum of 25 program-specific analyses will be conducted annually. A level of interaction with some number of the 30 or more programs reviewed over the past two years will be required.

2. Workforce Development: Organization and Capability Development and Assessment

The DASD(SE) provides policy, advocacy, oversight, guidance, and serves as the Configuration Manager for the engineering (except construction) workforce responsible for engineering, specialty engineering, systems engineering, development planning, production, software engineering, and lifecycle management and sustainment functions. The DASD (SE) also periodically reviews the organizations and capabilities of the Military Services with respect to engineering, specialty engineering, systems engineering, development planning, and lifecycle management and sustainability, and identifies needed changes or improvements to such organizations and capabilities.

2.1 OSD Engineering (except construction) Workforce Development Strategic Plan Production

DASD (SE) serves as the Configuration Manager for all Engineering (except construction). The contractor shall serve on the DASD (SE) Workforce Development Team to support DASD (SE)'s role in workforce development and provide senior-level expertise in SE, Developmental Planning (DP), specialty engineering, human capital strategic plan development, human capital analysis and systems analysis. The development and sustainment of the workforce required to meet mission requirements requires an integrated strategic approach. With a focus on restoring the Department of Defense acquisition workforce, USD (AT&L), in coordination with the Military Services, the Defense Agencies, and the USD (Personnel & Readiness) was directed to develop a Strategic Workforce Plan that addresses improvements in the quality of the acquisition workforce, to include systems engineering. The contractor shall provide support to development of the Workforce Development Strategic Plan, then coordinate, distribute, monitor, perform data analysis, issue communications and reports, make recommendations for updates, and when approved, assure incorporation of changes. Once developed, performance to the plan shall be monitored, data analyzed, feedback provided and elements of the plan continually adjusted as required to assure it remains a living document.

To accomplish the task the contractor shall provide:

1. Assistance to the Deputy, Workforce Development in all aspects of plan development
2. Monitoring, and sustainment to include: articulation of the current state, defining the desired future workplace of tomorrow in terms that are applicable to the knowledge, skills and abilities required for those who will work within this environment for all Engineering (excluding construction)
3. Support to a workforce gap analysis

4. Articulation of applicable measures
5. Performance monitoring and analysis
6. Recommendations and incorporate alterations
7. Support in compiling, coordinating and issuing related documents and reports.

DASD (SE) supports monthly coordination sessions; supports at least 12 planning meetings per year; supports an average of 1 teleconference per week; and participates in at least 4 formal document review sessions per year.

2.2 Systems Engineering Workforce

DASD (SE) supports USD (AT&L) to establish policies and procedures (in coordination with the Under Secretary of Defense for Personnel and Readiness) for the effective management of the AT&L workforce in the DoD in the career paths of Engineering (except construction), Systems Planning, Research, Development and Engineering (SPRDE), Production, Quality and Manufacturing (PQM) and Specialty Engineering, Software Engineering (SWE) education and training content.

The contractor shall support DASD(SE) oversight efforts and related workforce development initiatives as described below for education, training and experience for the engineering (except construction) community and supports outreach efforts to the Services and Components, and the academic and industrial communities. The contractor shall maintain regular interactions with multiple organizations and levels of the government, industry, and academia, both domestically and internationally. The contractor shall serve as Engineering (except construction), SE and education and training subject matter experts to assist the DASD (SE) in developing and reviewing strategic documents, policies and processes, conducting analyses, analyzing results and issuing reports. Work shall also include developing and overseeing a consolidated education and training portfolio; reviewing education and training course materials for the appropriate content, to include making recommended changes and working with applicable personnel to enable initiation of courses and incorporation of recommended changes to existing materials. The contractor shall support development of SE competency models, assessment of the workforce based on those models and workforce development strategies, plans and the implementation of initiatives for the SE acquisition workforce. The contractor shall support the DASD (SE) Workforce Development Team by helping to ensure all workforce initiatives are properly integrated and leveraged across the Services and Components to provide synergy and maximize the DASD (SE)'s investment.

DASD (SE) supports at least 6 Overarching Functional Integrated Product Team (FIPT) meetings; at least 8 Workforce Management Group meetings; at least 2 Senior Steering Board meetings; and at least 8 formal personnel related meetings per year. The contractor produces on average one competency assessment report per year, supports one report to Congress per year, and develops papers, briefings, or other publications as required.

2.3 Functional Community Manager (FCM) Engineering (Non-Construction)

DASD (SE) serves as the FCM for the Engineering (Non-construction) workforce. Managers assess and monitor the workforce health in their communities to ensure the workforce has the

necessary competencies, size, and composition to meet mission and program objectives; lead the development of core competencies and career roadmaps in order to guide employees in their careers; assess and close workforce competency gaps; and ensure that realistic workforce forecasts and strategies are in place to recruit, hire, shape, develop, and retain a mission-ready workforce.

The contractor shall support DASD (SE) oversight efforts and related workforce development initiatives as described below for education, training and experience for the Engineering (Non-Construction) community. The contractor shall maintain regular interactions with the Services and 4th Estate Component Integrators and Action Officers. The contractor shall assist the DASD(SE) in understanding and assessing the overall health of the Engineering (Non-Construction) workforce, developing and reviewing strategic documents, policies and processes; conducting gap analyses on previously defined Mission Critical Occupations and other Engineering occupation series, including the identification of new Mission Critical Occupations; analyzing results; and issuing reports. Work shall also include evaluating the current population; reviewing Component data and highlighting areas of concern, to include making recommended changes; developing briefings; attending meetings; working with applicable personnel in support of the DoD Strategic Workforce Plan; and ensuring feedback is properly integrated and leveraged across the Services and Components to provide synergy and areas of possible improvement.

DASD (SE) supports at least 6 Strategic Human Capital Management Executive Steering Committee meetings; at least 4 Functional Community Advisory Group meetings; and at least 4 formal document review meetings per year. The contractor produces on average two briefings to update Strategic Workforce Plan progress to leadership; at least one draft report detailing Mission Critical Occupation gap analysis results; and develops papers, briefings, or other publications as required.

2.4 Systems Planning, Research, Development and Engineering (SPRDE)

DASD (SE) serves as the Functional Leader (FL) for the Engineering (excluding construction) workforce including the SPRDE acquisition career field. As prescribed by the Functional Area Charter, the FIPT mission is to support activities directed by the FL, in accordance with the specified membership, which includes:

1. Chair appointed by FL
2. Defense Acquisition Career Manager (DACM) representative from each Service
3. Functional expert from each Service selected by the Service Acquisition Executive in conjunction with the Service Career Management office Director
4. Functional experts from the DoD Components as determined by the FL (DCMA and DISA)
5. DAU Program Director for this functional area as determined by the President, DAU
6. Any other advisors as invited by the FL.

The FIPT is required to meet at least once annually to assist the FL in meeting his or her requirements regarding experience, education, and training standards as specified in DoD 5000.52-M; position category descriptions; and content and quality of DAU courses. Meetings are scheduled as often as necessary to address FL directives/ requests, AT&L strategic planning efforts, and resolution of workforce development issues. Meeting minutes for the record are produced for each FIPT meeting.

The contractor shall support DASD (SE) in managing the SPRDE career field by:

1. Developing, analyzing, and socializing required improvements to the SPRDE certification standards in education, training and experience.
2. Working with the Components to solicit their comments on enhancements to the certification standards and develop mutually agreeable approaches to implementation
3. Coordinating the SPRDE career field's FIPT responses to requests for review of workforce-related documents and policy issues
4. Coordinating review of reports produced for the Defense Acquisition University (DAU) or USD(AT&L) and drafts FL comments and recommendations
5. Preparing the annual FL career field certification memoranda
6. Coordinating submission of FIPT proposals for development of continuous learning modules
7. Coordinating submission of white papers on topics of concern to the functional community
8. Preparing responses to formal coordination packages
9. Serving as a conduit for providing DAU and other workforce-related FL representatives
10. Preparing and coordinating briefings, recording and distributing the minutes of the meeting, and follow up with the Components to ensure their concerns raised during the FIPT meeting are addressed.

DASD (SE) supports 6 SPRDE FIPT meetings per year and provides one Functional Leader certification letter per year for the SPRDE career field.

2.5 Competency Models and Assessments

DASD (SE) supports DAU in their management and execution of competency assessments of the SPRDE and PQM workforces. DASD (SE) ensures the results from these assessments enable DoD management to identify current and future competency needs and ensure that investment decisions focus on the workforce development initiatives necessary to meet the most critical DoD requirements. DASD (SE) as the SPRDE and PQM FL maintains an inventory of the competencies which exist in the SPRDE and PQM workforces and an inventory of identified competency gaps which will aid in tailoring workforce development initiatives to the specific strengths and weakness of the workforce and fulfilling the needs of the acquisition mission. DASD (SE) addresses critical capability gaps through targeted recruitment, retention, and workforce development strategies. The contractor shall support DASD (SE) to develop competency models, assess the workforce, and analyze results to help tailor workforce development initiatives to improve the overall competency of the SPRDE and PQM workforces. The contractor shall ensure the SE competency model is properly integrated with the efforts of the SERC research task on the Body of Knowledge and Curriculum to Advance Systems Engineering (BKCASE). The contractor shall support DASD (SE) as a systems engineering subject matter expert by participating on the BKCASE author team, developing and reviewing BKCASE related papers and presentations for conferences and other publications, attending meetings including weekly web-based coordination sessions and workshops, and soliciting and maintaining current status on the BKCASE project.

DASD (SE) supports one competency assessment per year for the SPRDE workforce and one competency assessment per year for the PQM workforce. DASD (SE) supports 6 BKCASE workshops per year, up to 6 meetings per year, weekly coordination sessions and related presentations at annual conferences.

2.6 Communications

The purpose of this effort is to assure optimal communications with entities external to DASD (SE) on matters relating to Workforce Development. The contractor shall develop, coordinate, issue and maintain an integrated communications plan. The contractor shall execute those elements within the plan for which workforce development is responsible. The contractor shall develop, populate and sustain the DASD(SE) Community of Practice (CoP) hosted by DAU's Acquisition Community Connection (ACC), specifically the SE, PQM, and Risk CoPs, Open Software Architecture, and the RAM Special Interest Area and ensures the latest information regarding activities is posted for use by the SPRDE and PQM workforces.

The contractor maintains a current member registry and facilitates participation by others, socializing the benefits from participating with the community.

2.7 Development Planning

The contractor develops and proposes to the DASD (SE) core competencies, training and education products for this function.

The contractor shall assist with the development of drafts and recommendations to update the SPRDE career field to reflect the inclusion of DP competencies. The contractor shall assist, as required, with the production of continuous learning modules and other training products for DP in SPRDE and other career fields (e.g. requirements training course).

Produce one education and one training product per year, as required.

2.8 Grow Future DoD SE Leaders

In order to grow and enhance the quality and capability of the systems engineering workforce and help the workforce maintain currency with applicable law and policy and guidance, the contractor, shall support DASD (SE) as a systems engineering subject matter expert by integrating and leveraging efforts by the SERC's research tasks on Developing Systems Engineering Technical Leaders and the Experience Accelerator project with DAU SE efforts.

The contractor shall support DASD(SE) as a systems engineering subject matter expert by coordinating efforts with the SERC Team and the DAU sponsors, developing and reviewing related papers and presentations for conferences and other publications, attending meetings, coordination sessions and workshops, providing minutes, and soliciting and maintaining current status on these projects, as required.

The contractor shall develop papers, briefings, or other publications, as required.

2.9 Key Leader Professional Development Program – Program Lead Systems Engineer

This workforce development initiative responds to Section 820 of Public Law 109-364 that requires "properly qualified" individuals to serve in key positions on major defense acquisition programs and to the USD(AT&L) memo dated August 25, 2010 that establishes Key Leader Positions. The DASD (SE) Workforce Development Team supports this initiative because Program Lead Systems Engineer is a mandatory Key Leader Position. The Key Leader Working Group, consisting of representatives from the relevant career fields, is currently developing core Key Leader qualifications in four major areas: Program Management, Technical Management, Business Management, and Executive Leadership. This initiative targets Key Leaders across the

education, training and experience domains and is applicable to the government, industry and academic communities.

The contractor shall support DASD (SE) as a systems engineering subject matter expert by participating on the Key Leader Working Group, developing and reviewing Key Leader related papers and presentations for conferences and other publications, attending meetings as needed including coordination sessions and workshops, and soliciting and maintaining current status on the Key Leader Professional Development project. The contractor shall also support DASD (SE) by ensuring this initiative is properly integrated with the other workforce initiatives across the government, industry and academic communities including the workforce related research tasks being conducted by the SERC.

DASD (SE) supports 12 Key Leader Working Group meetings per year, coordination sessions and workshops as needed and related presentations at annual conferences.

2.10 Systems Engineering Capstone Courses

The purpose of this initiative is to coordinate and evaluate systems engineering capstone courses at participating US institutions to enhance SE learning and career interest among undergraduate and graduate engineering students. A pilot program was established at the SERC with 10 collaborator institutions to research and understand the methods through which this SE learning and career interest may be optimized. In addition to the 10 SERC collaborator institutions, the four military academies (US Military Academy, US Naval Academy, US Air Force Academy and the US Coast Guard Academy) participate in this initiative. The contractor shall support this DASD(SE) workforce initiative by coordinating efforts between the SERC research team, the 10 SERC collaborator institutions, and the four military academies to ensure the engineering efforts are integrated and aligned with other workforce development initiatives, and monitoring current status on various SE capstone initiatives.

The contractor shall support DASD (SE) by developing and reviewing related papers and presentations for conferences and other publications and attending meetings, as required.

3. Organization and Capability Assessment Reporting

The DASD(SE) and the Director of Developmental Test and Evaluation (DDT&E) are responsible for annually providing a joint report to Congress with an assessment of the organization and capabilities of the DoD for systems engineering, development planning, and developmental test and evaluation with respect to MDAPs.

The contractor shall assist DASD (SE) in assessing the DoD Components organizations and capabilities, analyzing the results, coordinating the results and subsequent improvement actions with the Components, and preparing drafts and final versions of the DASD (SE) section of the joint report and coordinating these versions with the DDT&E.

4. Institutionalize Systems Engineering

4.1 INCOSE

The DASD(SE) serves as an executive level member on the International Council on Systems Engineering (INCOSE) Corporate Advisory Board (CAB), which meets to (1) provide guidance on overall INCOSE direction, focus, and priorities; (2) act as a conduit between INCOSE and the CAB members for information exchange, key systems engineering-related issues, and access to executive management; and (3) identify a priority needs list and assessment of how well INCOSE is meeting those needs based on status inputs from the Board of Directors and the Technical Board.

DASD (SE) participates in INCOSE forums, and international workshops and symposia to promote awareness of SE-related topics by delivering papers and obtaining world-wide industry feedback.

DASD (SE) supports INCOSE CAB meetings two times per year. Priority list is updated following each CAB meeting. DASD (SE) supports the INCOSE International Workshop once per year and the INCOSE International Symposium once per year.

The contractor shall support DASD (SE) by preparing for and participating in INCOSE forums, international workshops and symposia, and by preparing and submitting papers and presentations as directed by DASD (SE).

4.2 JTC1/SC7 – ISO Life Cycle Management

The contractor shall support DASD (SE) as DoD delegate to the Joint Technical Committee 1/Subcommittee 7 (JTC1/SC7) of the International Standards Organization/International Electrotechnical Commission (ISO/IEC). Within SC7, SE staff is involved in Working Group (WG) 7, Life Cycle Management.

Support annual meeting and an average of eight formal teleconferences per year.

4.3 NDIA SE Division

DASD (SE) supports the National Defense Industrial Association (NDIA) SE Division and its associated committees of interest and works directly with the NDIA SE Division chairs to discuss strategic direction for the Division. DASD (SE) attends bi-monthly meetings, and review community activities and progress in furthering the state of SE practice. Supported Committees include:

- Systems Assurance Committee
- Software Committee and Software Experts Panel
- Human Systems Integration Committee
- Systems of Systems Committee
- Education and Training Committee
- Modeling and Simulation Committee
- Joint Committee on Systems Engineering and Manufacturing

The contractor shall conduct research and studies and prepare briefings, papers and other related material to support DASD (SE) in its interaction with NDIA SE Division and each of the Committees. The contractor shall provide a total of 0.2 FTEs in support of this task.

DASD (SE) delivers an average of six (6) papers, and participates in workshops and tutorials at the NDIA SE Division Annual Conference. DASD (SE) supports strategic planning meetings six (6)

times per year. DASD (SE) participates in and supports an average of four meetings per year for each committee.

4.4 NDIA Logistics Division

The contractor shall consult and interact with industry reliability and sustainment associations such as the NDIA Logistics Division.

Participate in and deliver paper at the annual NDIA Logistics Division Conference.

4.5 TechAmerica

The contractor shall support the DASD (SE) on the TechAmerica Systems, Standards, and Technology Council (SSTC) and coordinate participation on related technical committees (G-33 Data and Configuration Management, G-45 Human Systems Integration, and G-47 Systems Engineering).

The SSTC meets annually and each Committee meets 2 times per year.

5. International Engagement

5.1 North Atlantic Treaty Organization (NATO)

The contractor shall provide technical and administrative support to the DASD (SE), and assigned U.S. Delegates to NATO activities involving DASD (SE) missions of Life Cycle Management, Systems Engineering, Specialty Engineering and Standardization. As the assigned U.S. Head of Delegation, DASD (SE), provides support and promotes a unified U.S. position to strategic and working group meetings where NATO Nations' share national policies, guidance and best practices and develop NATO standardization agreements and guidance documents in an effort to foster interoperability within the NATO community. The contractor shall provide Subject Matter Experts (SMEs), as requested, with the knowledge of U.S. acquisition policies and guidance in the subjects of Life Cycle Management, Systems Engineering, Specialty Engineering and Standardization as it relates to NATO application and implementation. The contractor shall review and provide input to proposed NATO standardization agreements and guidance documents, as applicable to DASD (SE). Currently identified activities come from AC/327 – Life Cycle Management Group and the Civil Standards Management Working Group (CSMWG).

DASD (SE) supports an average of 6 weeklong trips per year to NATO nations to participate in meetings.

5.2 The Technical Cooperation Program (TTCP)

The contractor shall support DASD (SE) as a member of The Technical Cooperation Program (TTCP) Joint Systems and Analysis Group – Technical Panel 4 (Systems Engineering for Defense Modernization). The Technical Cooperation Program (TTCP) is an international organization that collaborates in defense scientific and technical information exchange; program harmonization and alignment; and shared research activities for Australia, Canada, New Zealand, the United Kingdom, and the United States. The aim of TTCP is to foster cooperation within the science and technology areas needed for conventional (i.e., non-atomic) national defense.

The contractor shall support meeting preparation, host nation activities, development of US National Lead and TP4 products (reports, papers, workshops). TTCP TP4 meets two times per year. There are approximately 3-4 subgroup activities that have products that are developed during the year. The US hosts TP4 once every two years beginning CY2011.

6. Systems Engineering Support for Rapid Development and Fielding.

The contractor shall support DASD (SE) in conducting a study of current system engineering practices, processes and tools as applied to rapid development and fielding of systems. Rapid systems development and fielding is done to respond immediate needs; however, these systems can potentially provide long term capability as part of a program of record. The contractor shall develop a plan outlining the objectives, resources and overall schedule for conducting the Rapid Development and Fielding Study. The contractor shall coordinate the logistics for site visits and assemble and reconcile inputs from the team members to produce the final report. The contractor shall develop findings and recommendations on changes to SE methods and practices to better enable use of SE for rapid development and fielding, to include recommended changes to policy, guidance, training, education and supporting materials, as well as areas which require additional analysis.

DASD (SE) anticipates that the study will take 90 days to complete, involving 4-5 site visits.

7. Modular Open System Architecture (MOSA).

The scope of this task is to refresh the body of policy, guidance, research, and practice on the planning and use of MOSA in system acquisition. MOSA is an element of the USD AT&L Efficiency Policy (September 2009).

The contractor shall provide an initial report to the DASD (SE) NLT 60 days after contract award that identifies, organizes, summarizes, and analyses the portfolio of MOSA policy and guidance documents in DOD and annually update this report. The contractor shall provide technical SME support to the DASD (SE) regarding MOSA to facilitate assessment of policy and programs and DASD (SE) participation with other DOD organizations and open architecture working groups.

8. Systems Engineering Research Center Administration

The Systems Engineering Research Center was established as a DoD sponsored University Affiliated Research Center to conduct research in various SE areas as needed. DASD (SE) is in the process of becoming the primary sponsor of the SERC, transferring sponsorship and contract administration of the SERC from the National Security Agency to the Office of the Secretary of Defense. The contractor shall support DASD (SE) in administering the activities of the SERC, to include activities needed to plan and execute specific research tasks, as well as activities needed to run the SERC as whole.

Monthly, the contractor shall support the DASD (SE) SERC Government Program Manager (GPM) to review the SERC's financial and technical performance statements for accuracy and completeness, and to address any shortcomings. The contractor shall support the SERC GPM to track distribution of the SERC's monthly statements to the sponsors of specific research tasks and resolve any questions that arise.

The contractor shall support the GPM to work with the potential and current sponsors of SE research to properly scope the new and proposed changes to research requirements to ensure consistency with the SERC research strategy, as well as funding and schedule needs.

The contractor shall review interim and final products of specific research tasks for accuracy and completeness, supporting the GPM to track any shortfalls. The contractor shall submit research task products to be reviewed for public release. The contractor shall maintain a filing system for SERC products.

The contractor shall develop briefings that provide an overview of the SERC capabilities and current status. The contractor shall participate in the monthly SERC Government Program Managers meetings and weekly SERC teleconferences.

The contractor shall review proposed changes to the SERC website and drafts of the SERC Annual Report, providing recommended changes as needed. The contractor shall provide administrative support for the SERC Executive Advisory Board and the SERC Annual Research Review, to include preparing read-ahead packages, distributing invitations, taking minutes, recording action items, as well as developing agendas and briefings for the meetings. The contractor shall review the yearly updates to the SERC Management Plan and SERC Research Strategy, recommending any necessary changes.

Once a year, the contractor shall identify potential research tasks for DASD (SE) sponsorship, developing briefings to with sufficient detail to allow DASD (SE) to decide whether or not to sponsor specific research tasks.

One of the major thrusts of the SERC is research that explores future workforce competencies and approaches to cultivate, educate, and prepare the future SE workforce. Results from this research will help the DASD(SE) mature and update the understanding of what competencies SEs must have, considering the nature of the environment, system types, and changes in SE methods, policies, and tools. Given those future competency needs and shortages, this research will also help the DASD (SE) find innovative ways to increase interest in SE and develop those SEs in kind.

DASD (SE) anticipates establishing 15 new research tasks over the coming year, and developing 6 SERC capability and current status briefings. DASD (SE) anticipates one significant change to the SERC website over the coming year.

9. Administrative Tasks

The contractor shall support and provide technical and management inputs to DASD (SE) and DASD (SE) Deputy Directorate data calls, briefings, articles, reports and guides as required. The contractor shall draw on staff to develop, coordinate and execute plans of action. The contractor shall ensure timely and accurate responses to assigned actions.

The contractor shall collect, consolidate and provide inputs for the weekly activity reports as required. The contractor shall provide value added inputs and ensure quality assurance of the reports. The contractor shall contribute to DDR&E staff meetings with weekly reports on significant activities related to DDR&E imperatives.

The contractor shall provide Activity Security Representative (ASR) support and ensure ASR processes and procedures are established/performed in compliance with organizational and AT&L activity security requirements. The contractor shall provide a total of 0.1 FTEs in support of this task and its subtasks.

9.1 Continuous Process Improvement

The contractor shall execute and support Continuing Process Improvement activities in order to improve organizational effectiveness and efficiency. The contractor shall support Lean Six Sigma (LSS) Green Belt efforts. The contractor shall support a government led Systems Engineering Process Group (SEPG) as an internal review mechanism to oversee organizational processes, to ensure the processes are properly documented, and to act as a forum to review business metrics. The contractor shall maintain a threshold of 75% of its workforce certified as Green Belt or higher with an objective of 90%.

The contractor shall support a government led Systems Engineering Process Group (SEPG) as required in order to ensure organizational processes are followed and properly documented.

9.2 Training

The contractor shall participate in organizational training as required. The contractor shall also complete OSD mandated training to include but not limited to Information Assurance and Security training, Privacy Act training, Combating Trafficking in Persons training, etc.

10. Special/Other Requirements

10.1 Data Rights

All systems, methodologies, processes, software, databases, analysis tools, data, reference material, documents and other information obtained, produced, or developed by the contractors as part of this effort shall become the property of the Government and shall be delivered to the Government. Systems, methodologies, processes, software, databases, analysis tools and data to be developed, updated, modified, or converted under this task shall be delivered with unlimited and unrestricted rights to the U.S. Government.

10.2 Security

The contractor shall maintain a TOP SECRET facility clearance issued by the Defense Security Service (DSS). All employees designated to perform on this SOW must be U.S. citizens and those associated with providing technical support or working in government spaces must hold a minimum of a SECRET personnel security clearance. Certain employees will require a TOP SECRET security clearance and may be required to maintain their eligibility for access to Sensitive Compartmented Information (SCI) current. The contractor shall maintain a DSS certified safeguarding capability to at least the SECRET level. The contractor will be required to hand carry classified material between government offices and the contractor's site. Specific security instructions will be detailed in the DD 254 associated with the master contract.

10.3 Work Location

The majority of the support will be performed within the metropolitan Washington, DC, area but may include other CONUS and OCONUS locations as required by specific technical requirements. Contractor personnel will work in a mix of contractor provided facilities and Government facilities. The Government will provide office space in the Pentagon, Crystal City, Arlington VA or the Mark Center, Alexandria, VA for no more than fifteen (15) individuals. The contractor is encouraged to

make maximum use of the government provided office space before locating staff in the contractor's offices. The location of the contractor's facilities shall be in close proximity to the Pentagon, Arlington, VA.