SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS
OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30

1. REQUISITION NUMBER: HQ00340100005000


3. AWRR/EFFECTIVE DATE: 04-Mar-2014

4. ORDER NUMBER: 0004

5. SOLICITATION NUMBER: 0004

6. SOLICITATION ISSUE DATE: 04-Mar-2014

7. FOR SOLICITATION INFORMATION CALL:

8. OFFER DUDE DATE/LOCAL TIME: 04-Mar-2014

9. ISSUED BY: WHS - ACQUISITION DIRECTORATE

10. THIS ACQUISITION IS: X Unrestricted

11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED

12. DISCOUNT TERMS:

13a. THIS CONTRACT IS A RATED ORDER

13b. RATING:

14. METHOD OF SOLICITATION:

15a. DELIVER TO: OSD AT&L 

15b. CODE: H00034

16. ADMINISTERED BY: OSD AT&L LOGISTICS & MATERIAL READINESS

17a. CONTRACTOR/OFFEROR:

17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER

18a. PAYMENT WILL BE MADE BY: DFAS INDIANAPOLIS

18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED

19. ITEM NO.: 20. SCHEDULE OF SUPPLIES/ SERVICES


25. ACCOUNTING AND APPROPRIATION DATA

See Schedule

$890,690.57

26. TOTAL AWARD AMOUNT (For Gov't Use Only)

27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3, 52.215-2 ARE ATTACHED. ADDENDA ARE NOT ATTACHED

27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.215-2 IS ATTACHED. ADDENDA ARE NOT ATTACHED

28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES TO ISSUE 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 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: 

30b. NAME AND TITLE OF SIGNER: Tom Seymour Principal

30c. DATE SIGNED: 3/4/14

31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)

31b. DATE SIGNED

Bennett.David.W.Jr.1023100246

246

Digitally signed by
Bennett.David.W.Jr.1023100246

Date: 2014.03.04 15:19:35 -05'00'

STANDARD FORM 1449 (REV 3/2005)
Prescribed by GSA
FAR (48 CFR) 53.212

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION IS NOT USABLE
**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS**

**OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30**

1. **REQUISITION NUMBER**
   - H00034401-0005

2. **CONTRACT NO.**
   - 00005000

3. **AWARD/EFFECTIVE DATE**
   - 04-Mar-2014

4. **ORDER NUMBER**
   - 0004

5. **SOLICITATION NUMBER**
   - H00344-13-A-0005

6. **SOLICITATION ISSUE DATE**
   - 04-Mar-2014

7. **FOR SOLICITATION INFORMATION CALL:**
   - PAGE 1 OF 17

8. **OFFER DUE DATE/Local Time**
   - See Schedule

9. **ISSUED BY**
   - CODE: H0034
     - WHS - ACQUISITION DIRECTORATE
     - 1155 DEFENSE PENTAGON
     - WASHINGTON DC 20301-1155

10. **CONTRACT OR/OFFEROR**
    - CODE: 1TTG5
      - DELOITE CONSULTING LLP
      - 1725 DUKE ST
      - ALEXANDRIA VA 22314-3456

11. **DELIVER TO**
    - CODE: H00644
      - OSD AT&L· LOGISTICS & MATERIAL READINESS
      - MARK GAJDA
      - 3500 DEFENSE PENTAGON
      - RM3C168
      - WASHINGTON DC 20301-3500

12. **METHOD OF SOLICITATION**
    - RFQ

13a. **THIS CONTRACT IS ADMINISTERED BY**
    - DFAS INDIANAPOLIS
      - 8899 E. 56TH STREET
      - INDIANAPOLIS IN 46249-1510

14. **ACCOUNTING AND APPROPRIATION DATA**
    - See Schedule

15. **SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a, UNLESS BLOCK BELOW IS CHECKED**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SEE SCHEDULE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

25. **DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED**

26. **TOTAL AWARD AMOUNT (For Gov't Use Only)**
    - $890,690.57

27a. **SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3, 52.212-5 ARE ATTACHED. ADDENDA ARE NOT ATTACHED**

27b. **CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA ARE NOT ATTACHED**

28. **CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.**

29. **AWARD OF CONTRACT: REFERENCE 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**
    - UNITED STATES OF AMERICA
      - SIGNATURE OF CONTRACTING OFFICER
      - Date Signed

30b. **NAME AND TITLE OF SIGNER (TYPE OR PRINT)**
    - Name of Contracting Officer
      - Type of Print

30c. **DATE SIGNED**
    - Date

**AUTHORIZED FOR LOCAL REPRODUCTION**

**STANDARD FORM 1449 (REV 3/2005)**

**PREVIOUS EDITION IS NOT USABLE**

**Prescribed by GSA**

**FAR (48 CFR) 53.212**
|-------------|-----------------------------------|-------------|--------|---------------|-----------|

**SEE SCHEDULE**

32a. QUANTITY IN COLUMN 21 HAS BEEN

- [ ] RECEIVED
- [ ] INSPECTED
- [ ] ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED:

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32c. DATE

32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER

34. VOUCHER NUMBER

35. AMOUNT VERIFIED CORRECT FOR

36. PAYMENT

- [ ] COMPLETE
- [ ] PARTIAL
- [ ] FINAL

37. CHECK NUMBER

38. S/R ACCOUNT NUMBER

39. S/R VOUCHER NUMBER

40. PAID BY

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT

41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

41c. DATE

42a. RECEIVED BY (Print)

42b. RECEIVED AT (Location)

42c. DATE REC'D (YY/MM/DD)

42d. TOTAL CONTAINERS
### Section SF 1449 - CONTINUATION SHEET

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>SUPPLIES/SERVICES</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>0001</td>
<td>Labor</td>
<td>1</td>
<td>Months</td>
<td>$79,141.87</td>
<td>$870,560.57</td>
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Perform services in accordance with PWS.

---

NET AMT $870,560.57

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<tr>
<th>ITEM NO</th>
<th>SUPPLIES/SERVICES</th>
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<th>UNIT</th>
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<td>TraveUODCs</td>
<td>Lot</td>
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<td>$0.00</td>
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PURCHASE REQUEST NUMBER: HQ003440100005000

---

NET AMT $0.00

ACRN AA

$791,418.70

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<th>UNIT</th>
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<th>AMOUNT</th>
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<td>Travel/ODCs</td>
<td>Lot</td>
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<td></td>
<td>$20,130.00</td>
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</table>

COST

All ODCs and travel shall be approved, by the COR, prior to purchase or commencement of travel. The contractor shall be reimbursed for actual, allowable, allocable, and reasonable travel costs incurred during performance of this effort in accordance with FAR 31.205-45, "Travel Costs."

ESTIMATED COST $20,130.00
ITEM NO | SUPPLIES/SERVICES | QUANTITY | UNIT | UNIT PRICE | AMOUNT
--- | --- | --- | --- | --- | ---
000201 | | | | | $0.00

COST
PURCHASE REQUEST NUMBER: HQ003440100005000

ESTIMATED COST | $0.00
ACRN AA | $8,581.30

This is issued under and pursuant to the provisions of HQ0034-13-A-0005. 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:

<table>
<thead>
<tr>
<th>CLIN</th>
<th>INSPECT AT</th>
<th>INSPECT BY</th>
<th>ACCEPT AT</th>
<th>ACCEPT BY</th>
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<tbody>
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<td>0001</td>
<td>Destination</td>
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<td>Government</td>
</tr>
<tr>
<td>000101</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>Government</td>
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<tr>
<td>0002</td>
<td>Destination</td>
<td>Government</td>
<td>Destination</td>
<td>Government</td>
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<td>Government</td>
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DELIVERY INFORMATION

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<th>DELIVERY DATE</th>
<th>QUANTITY</th>
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<th>UIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>0001</td>
<td>POP 04-MAR-2014 TO 31 JAN-2015</td>
<td>N/A</td>
<td>OSD AT&amp;L-LOGISTICS &amp; MATERIAL READINESS MARK GAIDA 3500 DEFENSE PENTAGON RM3C168 WASHINGTON DC 20301-3500 571-256-7052</td>
<td>HQ0644</td>
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</tbody>
</table>
PWS

MR-14-02 PERFORMANCE WORK STATEMENT
Task Order For

DASD (MR) Performance Based Logistics Implementation Assistance

2.1 BACKGROUND

The Deputy Assistant Secretary of Defense (Materiel Readiness) (DASD (MR)) is responsible for Life Cycle Product Support that optimizes affordability, materiel readiness and Joint war fighting capability. Specifically, the DASD (MR) is the focal point for policy and guidance on developing Product Support Strategies that span the entire Weapon System Life Cycle and provides direction, guidance and implementation assistance to OSD, the Services and Industry and OSD for the development and execution of these strategies. In support of Product Support Strategy efforts, DASD (MR) has been leading and facilitating a Performance Based Logistic (PBL) initiative supports the Department's efforts to drive down equipment sustainment costs while driving up readiness. This PBL initiative was the 2012-2013 focus of a Service/Industry Integrated Product Support Team (IPT) who developed an overarching PBL strategy, PBL process improvements including human capital skills enhancements. This PBL initiative is identified and aligned with the Departments Better Buying Power 2.0 effort.

As a follow on to developmental PBL initiative efforts, the DASD (MR) will to require Contractor assistance supporting PBL Implementation assistance with the following tasks:
• PBL Strategy and Guidance Implementation Assistance
• Select Model Candidate PBL development and implementation assistance to the Services

2.2 SCOPE

The Contractor will provide Product Support Strategy/PBL subject matter expertise and technical assistance to DASD (MR) to assist with PBL implementation of strategy, guidance and incorporate a lesson learned from ongoing/new PBL model implementation efforts being performed by the services. This support will include the development of documentation based on service feedback, update of guidance and process improvements, and other material required to support more broadly implementing PBL strategies. These activities may be performed in conjunction with personnel from the DASD (MR) staff, the OSD staff, Defense Logistics Agency, the Services, and Industry.

2.3 TASKS

This section describes the tasks required by this Performance Work Statement (PWS).

2.3.1 Implementation Assistance of the Departmental PBL Strategy and Guidance

During 2012-2013, the PBL IPT developed PBL Comprehensive Guidance providing overarching guidance for PBL implementation across the Department. In addition the IPT has developed a draft PBL Best Practices Guide that is focused on providing working level how to knowledge for developing and implementing PBL strategies. The PBL Best Practices Guide is intended for use by the Product Support Manager and his/her supporting staff.

This PBL Best Practices Guide exists in a working draft form. Contractor assistance is required to assist with incorporating/updating/adjudicating additional Service comments, updating the PBL Comprehensive Guidance, performing technical editing of the final PBL Best Practices Guidance document and preparing it for PDASD (L&M) approval.

2.3.2 Support for PBL Model Implementation Requirements

2.3.2.1 DASD (MR) sponsored PBL Model Candidates analyses work on the USMC Improved Thermal Site ITSS and the USAF F101 programs. In support of these ongoing PBL Model Candidate development/implementation efforts, contractor assistance is required to provide subject matter expertise to DASD (MR) and the Services with PBL program implementation assistance. The USMC ITSS program is developing a draft PBL RFP and the F101 program is in process of developing a BCA for sustainment alternatives which PBL is a consideration.

2.3.2.2 DASD (MR) will sponsor another PBL Model Candidate development and Implementation effort and has identified the USMC AAV Thermal Sight program. Contractor
assistance is required to supporting the USMC Product Support Manager in Albany GA on the following tasks:

- Conduct a Diagnostic Assessment: Provide an analysis framework and support to review sustainment data to determine suitability for a performance based product support strategy while making initial recommendations on the conduct of a Business Case Analysis.
- Business Case Analysis: Provide analysis support as well as deliverable structural and content recommendations which align with current requirements for a cost/benefit analysis of potential sustainment strategies.
- Public Private Partnership (PPP) Assessment: Design and support analysis which determines the potential and suitability for the establishment and execution of a public/private partnership.
- Capability Maturity Assessment: Provide objective benchmark of a program’s performance and capabilities relative to similar performance based sustainment arrangements and best practices resulting in the creation of detailed road maps.
- Knowledge Transfer: Provide direct support to develop an organic workforce fully capable of planning, executing, managing and re-negotiating performance based arrangements. Support includes traditional classroom training, interactive workshops.
- Implementation Support: Provide the resources to combine the BCA, PPP and Capability Maturity Assessment-generated recommendations into an executable implementation plan. The ultimate goal is to reach a signed contract for a performance based sustainment arrangement. This plan identifies both the high and low level actions that are required to fill process gaps, as well as mitigate risk in both impact and probability of occurrence.

2.4 DELIVERABLES AND PERFORMANCE REQUIREMENTS SUMMARY

In fulfillment of this effort, the Contractor shall provide the deliverables identified in this section. All deliverables shall be submitted to the Government Technical Representative (GTR) unless otherwise agreed upon. In addition, monthly status reports will be provided to the Contracting Officer’s Representative (COR).

Unless otherwise specified, the Government will have a maximum of ten (10) working days from the day the draft deliverable is received to review the document, provide comments back to the Contractor, approve or disapprove the deliverable(s). The Contractor will also have a maximum of ten (10) working days from the day comments are received to incorporate all changes and submit the final deliverable to the Government. All days identified below are intended to be workdays unless otherwise specified.

The format for individual deliverables will be determined through consultation between the GTR and the Contractor. Products that reflect the Contractor’s analysis and opinion (e.g. studies or analyses) may be in Contractor format. Products used by the DASD (MR) Office in the execution of responsibilities (e.g. handbooks or reports to congress) will be in a specified Government format. All documents will be provided in the appropriate Microsoft Office format (e.g. Word or PowerPoint); if appropriate, the Government may ask that they be provided in compressed or PDF format.

The table below identifies the deliverables resulting from the above defined tasks:
<table>
<thead>
<tr>
<th>PWS Para #</th>
<th>Task Title</th>
<th>Deliverable Reference # and Title</th>
<th>Quantity: No. of Reports</th>
<th>Deliverable Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.3.1.</td>
<td>PBL Strategy and Guidance Support</td>
<td>2.4.1 Develop and Deliver draft PBL Best practices Guide and any updates required for PBL Comprehensive Guidance</td>
<td>Rev 1 Draft</td>
<td>Mar 2014</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Rev 2 Update Final</td>
<td>June 2014</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Final</td>
<td>July 2014</td>
</tr>
<tr>
<td>2.3.2.1</td>
<td>USMC ITSS/F101 Implementation assistance</td>
<td>2.4.2 Assistance to USMC/USAF on PBL Model Implementations.</td>
<td>Status reports on progress and identification of issues encountered</td>
<td>Monthly beginning Mar 2104</td>
</tr>
<tr>
<td>2.3.2.2</td>
<td>USMC AAV Thermal Site Model PBL Model Candidate Development/implementation assistance</td>
<td>2.4.3 Overarching POAM including specific tasks/program reviews and deliverable schedules</td>
<td>POAM</td>
<td>Mar 2014</td>
</tr>
<tr>
<td>2.2</td>
<td>Project Management</td>
<td>2.4.5 Project Plan</td>
<td>Project Plan/monthly progress reports, contractor format is acceptable</td>
<td>Beginning Mar 15, 2014</td>
</tr>
</tbody>
</table>

2.4.3.6 **Inspection and Acceptance Criteria**

Final inspection and acceptance of all work performed, reports and other deliverables will be performed at the place of delivery by the GTR.

2.4.3.7 **General Acceptance Criteria**
General quality measures, as set forth below, will be applied to each work product received from the Contractor under this Performance Work Statement.

a. Accuracy: Work products shall be accurate in presentation, technical content and adherence accepted elements of style.

b. Clarity: Work products shall be clear and concise. Any/all diagrams shall be easy to understand and be relevant to the supporting narrative.

c. Consistency to Requirements: All work products must satisfy the requirements of this Performance Work Statement.

d. File Editing: All text and diagrammatic files shall be editable by the Government.

e. Format: Work products shall be submitted in hard copy (where applicable) and in media mutually agreed upon prior to submission. Hard copy formats shall follow any specified Directives or Manuals.

f. Timeliness: Work products shall be submitted on or before the due date specified in this Performance Work Statement or submitted in accordance with a later scheduled date determined by the Government.

2.5 OTHER PERFORMANCE REQUIREMENTS

2.5.1 Contractor Interfaces

The Contractor may be required as part of the performance effort to work with other Contractors working for the Government. Such other Contractors shall not direct this Contractor in any manner. Also, this Contractor shall not direct the work of other Contractors in any manner.

2.5.2 Disclosure of Information

Information made available to the Contractor by the Government for the performance or administration of this effort shall be used only for those purposes and shall not be used in any other way without the written agreement of the Contracting Officer. The Contractor agrees to assume responsibility for protecting the confidentiality of Government records which are not public information. The Contractor or employees of the Contractor to whom information may be made available or disclosed shall be notified in writing by the Contractor that such information may be disclosed only for a purpose and to the extent authorized herein.

2.5.3 Limited Use of Data
Performance of this effort may require the Contractor to access and use data and information proprietary to a Government agency or Government Contractor which is of such a nature that its dissemination or use, other than in performance of this effort, would be adverse to the interests of the Government and/or others. Contractor and/or Contractor personnel shall not divulge or release data or information developed or obtained in performance of this effort, until made public by the Government, except to authorize Government personnel or upon written approval of the Contracting Officer (CO). The Contractor shall not use, disclose, or reproduce proprietary data that bears a restrictive legend, other than as required in the performance of this effort. Nothing herein shall preclude the use of any data independently acquired by the Contractor without such limitations or prohibit an agreement at no cost to the Government between the Contractor and the data owner which provides for greater rights to the Contractor.

2.10 MONTHLY STATUS REPORT

Within 30 days after the date of award, the Contractor shall provide a work plan to the GTR and the COR which will present detailed information regarding the specific contractor tasks that will be performed and how the tasks will be accomplished. The Contractor shall document the efforts performed in the completion of each task in a detailed monthly status report due on or before the 15th of each month and include a breakdown by task of the amount of funding expended on each task for the preceding month and the cumulative total for each task. The status report shall include, at a minimum:

a. Progress for the period: detailed progress report of findings, activities, and accomplishments during the reporting period, and summary of work accomplished during the reporting period and percent complete.

b. Problems encountered: identification of any problems, issues, or delays and recommendations as to their resolution, and any corrective action that was taken to correct identified problems.

c. Activities planned for the next reporting period: planned activities, as well as the status of any/all deliverables, including planned delivery date(s) and actual and/or anticipated delivery date(s).

d. Strategy revisions: recommended changes to include any lessons learned

"If Necessary" a quarterly review shall be conducted between the contractor representatives, technical representative, GTR and CO. The meeting shall be held at either the Contractor facility or Government program office location. At the meeting, the program status shall be briefed by the Contractor and any potential problems will be identified that may adversely impact the program cost and schedules.

2.11 PERFORMANCE MEASUREMENT
2.11.1 Performance Goals

The Contractor is expected to meet the following goals:

1) 95% of all documents prepared contain only minor defects or rewrites.

2) 90% of all documents prepared are processed within the agreed-upon timeframe or milestone(s).

3) No major complaints from customer(s).

2.12 PERIOD OF PERFORMANCE

Following award of the Task Order, the Contractor shall perform the required tasks outlined and described in Section 2.3 from contract award through January 15, 2015.

2.13 ADMINISTRATIVE CONSIDERATIONS

To promote timely and effective administration, correspondence will be subject to the following procedures:

a. Technical correspondence (where technical issues relate to compliance with the requirements herein) will be addressed to the PM with an information copy to the COR.

b. All other correspondence, including invoices, that which proposes or otherwise involves waivers, deviations or modifications to the requirements, terms or conditions of this PWS, will be addressed to the COR with an information copy to the GTR.

2.14 POINTS OF CONTACT

2.14.1 Contracting Officer’s Representative

The program office Contracting Officer Representative is:

Ms. Nonna Bond
DUSD (L&MR) Resource Management Office
3500 Defense, Pentagon
Washington, DC 20301-3500
Office Phone: (571) 372-5199

The COR is responsible for working with the Government Technical Representative to: provide surveillance as outlined in the QASP; ensure timely approval of monthly invoices including
contractor travel requests; and evaluating the contractor via CPARS. The COR is not allowed to
direct the contract to complete any activities that change the contract/order price, quantity,
quality, schedule/delivery, scope of work, place of performance, or any other term or condition of
the existing contract. Any changes of this nature shall only be approved by the contracting
officer.

2.14.2 Government Technical Representative (GTR) and Program Manager

The program office program manager (PM) and GTR point of contact is:

Mark A Gajda
DASD (MR)
3500 Defense, Pentagon RM 3C168
Washington, DC 20301-3500
Office Phone: 571-256-7052

The PM is the individual within the Program Management Office function who has overall
technical responsibility for this effort. The PM provides technical direction to the Contractor, i.e.
shifting work emphasis between areas of work; fills in details, or otherwise serves to accomplish
the purposes of this effort. Technical direction shall be within the terms of the PWS for this
effort and will outline what is required by the order not how the contractor should fulfill
performance.

2.15 INVOICING AND PAYMENT SCHEDULE

The Contractor shall invoice no more frequently than MONTHLY. The invoice should include
the specific performance standards performed and accepted, and associated performance
payments being invoiced for the month. Travel charges must contain location and dates and items
must be identified by subject (i.e. meals, rental car, and airfare) and be in accordance with the
Federal Joint Travel regulations. Other Direct Costs (ODCs) incurred (i.e. for local conference
fees) shall be included in the monthly invoices. Other invoice requirements are set forth in FAR
52.232-25. Invoices shall be submitted in accordance with the WAWF Payment Instructions
clause included in this Task Order.

CLauses Incorporated by Reference

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<tr>
<th>Clause</th>
<th>Description</th>
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<tr>
<td>52.204-10</td>
<td>Reporting Executive Compensation and First-Tier Subcontract Awards JUL 2013</td>
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<tr>
<td>52.222-17</td>
<td>Nondisplacement of Qualified Workers JAN 2013</td>
</tr>
<tr>
<td>52.223-18</td>
<td>Encouraging Contractor Policies To Ban Text Messaging While Driving AUG 2011</td>
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<tr>
<td>52.232-25</td>
<td>Prompt Payment                                                               JUL 2013</td>
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<tr>
<td>52.232-39</td>
<td>Unenforceability of Unauthorized Obligations JUN 2013</td>
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</table>
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 30 days.

Special Contract Provisions

In the event the Government exercises its unilateral right under FAR Clause 52.217-8 Option to Extend Services, the unit price of the performance of services during this period will be the latest price(s) agreed upon in the task orders or subsequent modifications.

(End of clause)

252.209-7994 REPRESENTATION BY CORPORATIONS REGARDING AN UNPAID DELINQUENT TAX LIABILITY OR A FELONY CONVICTION UNDER ANY FEDERAL LAW—FISCAL YEAR 2014 APPROPRIATIONS (DEVIATION 2014-0004) (OCTOBER 2013)

(a) In accordance with section 101(a) of Division A of the Continuing Appropriations Act, 2014 (Pub. L. 113-46), none of the funds made available by that Act for DoD (including Military Construction funds) 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, where the awarding 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; or

(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 [X] 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 [X] a corporation that was convicted of a felony criminal violation under a Federal law within the preceding 24 months.

(End of provision)

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013)

(a) Definitions. As used in this clause--

Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.

Document type means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) Electronic invoicing. The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall--

(1) Have a designated electronic business point of contact in the System for Award Management at https://www.acquisition.gov; and


(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at https://wawf.eb.mil/.

(e) WAWF methods of document submission. Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) Document type. The Contractor shall use the following document type(s).

2-n-1 Services Only
(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

Government Location.

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table*

<table>
<thead>
<tr>
<th>Field Name in WAWF</th>
<th>Data to be entered in WAWF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pay Official DoDAAC</td>
<td>HQ0347</td>
</tr>
<tr>
<td>Issue By DoDAAC</td>
<td>HQ0034</td>
</tr>
<tr>
<td>Admin DoDAAC</td>
<td>HQ0034</td>
</tr>
<tr>
<td>Inspect By DoDAAC</td>
<td>HQ0644</td>
</tr>
<tr>
<td>Ship To Code</td>
<td>N/A</td>
</tr>
<tr>
<td>Ship From Code</td>
<td>N/A</td>
</tr>
<tr>
<td>Mark For Code</td>
<td>N/A</td>
</tr>
<tr>
<td>Service Approver (DoDAAC)</td>
<td>N/A</td>
</tr>
<tr>
<td>Service Acceptor (DoDAAC)</td>
<td>HQ0644</td>
</tr>
<tr>
<td>Accept at Other DoDAAC</td>
<td>N/A</td>
</tr>
<tr>
<td>LPO DoDAAC</td>
<td>N/A</td>
</tr>
<tr>
<td>DCAA Auditor DoDAAC</td>
<td>N/A</td>
</tr>
<tr>
<td>Other DoDAAC(s)</td>
<td>N/A</td>
</tr>
</tbody>
</table>

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the email address identified below in the “Send Additional Email Notifications” field of WAWF once a document is submitted in the system.

mark.a.gajda.civ@mail.mil  
nonna.l.bond.civ@mail.mil  
courtney.l.holbrook.civ@mail.mil

(g) WAWF point of contact. (1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity’s WAWF point of contact.

courtney.l.holbrook.civ@mail.mil

(Contracting Officer: Insert applicable information or “Not applicable.”)

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

(End of clause)
(a) Contract line item(s) 0001 through 0002 are incrementally funded. For these item(s), the sum of $800,000.00 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 if 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:

On execution of contract HQ0034-13-A-0005-0004

May 1, 2014 $90,690.57

(End of clause)

852.204-7400 MANDATORY CONTRACTOR MANPOWER REPORTING (FEB 2013)

The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address:

http://www.ecmra.mil

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year, beginning with 2013. Contractors may direct technical questions to the help desk at:

http://www.ecmra.mil