

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. HQ0034-14-D-0026				2. DELIVERY ORDER/ CALL NO. 000320		3. DATE OF ORDER/ CALL (YYYYMMDD) 2015 Feb 02		4. REQ / PURCH. REQUEST NO. See Schedule		5. PRIORITY	
6. ISSUED BY WHS - ACQUISITION DIRECTORATE 4800 MARK CENTER DRIVE, SUITE 09F09 ALEXANDRIA VA 22350-3400				CODE HQ0034		7. ADMINISTERED BY (if other than 6) SEE ITEM 6				8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule if other)	
9. CONTRACTOR BYTECUBED LLC NAME AHMAD ISHAQ AND 2231 CRYSTAL DR STE 401 ADDRESS ARLINGTON VA 22202-3711				CODE 6ADT4		FACILITY		10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE		11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED	
								12. DISCOUNT TERMS		13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15	
14. SHIP TO DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600				CODE HQ0286		15. PAYMENT WILL BE MADE BY DFAS INDIANAPOLIS 8899 E. 56TH STREET INDIANAPOLIS IN 46249-1510				CODE HQ0347	
								MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.			
16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.								
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:								
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED. SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.											
NAME OF CONTRACTOR			SIGNATURE			TYPED NAME AND TITLE			DATE SIGNED (YYYYMMDD)		
<input checked="" type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies: 1											
17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE See Schedule											
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES					20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE		23. AMOUNT	
	SEE SCHEDULE										
* If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.						24. UNITED STATES OF AMERICA TEL: 703-545-9507 EMAIL: khalil.r.mack.civ@mail.mil BY: Khalil R. Mack			25. TOTAL \$37,058,507.43		26. DIFFERENCES
27a. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED											
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE						c. DATE (YYYYMMDD)		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE						28. SHIP NO.	29. DO VOUCHER NO.		30. INITIALS		
f. TELEPHONE NUMBER			g. E-MAIL ADDRESS			<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR		
36. I certify this account is correct and proper for payment.											
a. DATE (YYYYMMDD)		b. SIGNATURE AND TITLE OF CERTIFYING OFFICER									
						<input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL			34. CHECK NUMBER		
									35. BILL OF LADING NO.		
37. RECEIVED AT		38. RECEIVED BY		39. DATE RECEIVED (YYYYMMDD)		40. TOTAL CONTAINERS		41. S/R ACCOUNT NO.		42. S/R VOUCHER NO.	

Section SF 30 - BLOCK 14 CONTINUATION PAGE

CONTINUATION PAGE, MOD # 13

b.) In modification # 11, the text in Block 14 stated it was "deobligating \$2,427.11 from SubCLIN 100101" and then replacing "funding taken from SubCLIN 100101 with \$2,427.11 (ACRN AJ) by adding SubCLIN 100103." This language was in error as $-(\$2,427.11)$ was not available for deobligation on SubCLIN 100101, because funds on this SubCLIN were expended in its entirety. Therefore, this SubCLIN was never available for decrease from \$600,000 by $-(\$2,427.11)$ to \$597,572.89.

c.) Further, funds added on SubCLIN 100103 in the amount of $+\$2,427.11$ were not realigned from (ACRN AJ), but were added via certified funds, and a new funding string. Since funds weren't available for deobligation from SubCLIN 100101, SubCLIN 100103 was not required.

d.) This modification corrects the error processed on modification # 11 by reversing what occurred. Therefore, SubCLIN 100101 is increased by $+\$2,427.11$, and SubCLIN 100103 is reduced by $-(\$2,427.11)$.

e.) The total funding balance in support of CLIN 1001 which is fully funded, remains unchanged at \$3,319,668.00.

All other terms and conditions remain unchanged and in full force and effect.

CLAUSES INCORPORATED BY REFERENCE

52.204-10	Reporting Executive Compensation and First-Tier Subcontract Awards	OCT 2015
252.203-7997 (Dev)	Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements (Deviation 2016-O0003)	OCT 2015

CLAUSES INCORPORATED BY FULL TEXT

252.209-7991 REPRESENTATION BY CORPORATIONS REGARDING AN UNPAID DELINQUENT TAX LIABILITY OR A FELONY CONVICTION UNDER ANY FEDERAL LAW—FISCAL YEAR 2016 APPROPRIATIONS (DEVIATION 2016-O0002) (OCT 2015)

(a) In accordance with section 101(a) of the Continuing Appropriations Act, 2016 (Pub. L. 114-53) and any subsequent FY 2016 appropriations act that extends to FY 2016 funds the same restrictions as are contained in sections 744 and 745 of division E, title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235), none of the funds made available by this or any other Act 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 [] 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)

SBIR/STTR TRAINING & ADVOCACY

Department of Defense (DoD)
Office of Small Business Programs (OSBP)
Small Business Innovation Research (SBIR) and
Small Business Technology Transfer (STTR)
Training and Advocacy Support

Performance Work Statement

PART 5: DESCRIPTION OF WORK

5.1 Training and Support for Current and Potential DOD SBIR/STTR participants

The Contractor will support current and potential participants by maintaining a curriculum appropriate for current and potential participants in any phase of SBIR or STTR to be delivered during virtual workshops or via an online resource. Training materials and capability will be integrated from the Velociter site into the existing DOD SBIR/STTR Portal.

5.1.1 Plan and Present Workshops

The contractor will prepare and present four virtual workshops throughout the year covering topics of special interest to small businesses. Topic areas may include, but are not limited to, best practices for commercialization and transition, current acquisition

efforts, technology priorities, etc. Each 2 to 3-hour workshop will be interactive in order to allow for questions from participants. In order to reach the maximum number of participants, workshops will be recorded and made available online after the event.

5.1.2 Plan, Present and Curate Webinars

The Contractor will prepare and present six webinars. Topic areas include, but are not limited to: how to utilize the DOD SBIR/STTR portal, contemporary business topics, technology transition/commercialization best practices, DOD technology needs, managing intellectual property, discussing technology information with Prime Contractors, and the acquisition enterprise. The webinars should include DOD personnel as appropriate to report programmatic information and/or changes.

5.1.3 Reference Materials

The Contractor will facilitate access to materials that provide small businesses with information and tools supporting basic market research methodology. When necessary, contractor will develop reference materials that specifically address the needs of small businesses seeking SBIR/STTR information and support. Reference material may also include resources/information regarding relevant DOD platforms, programs of record, innovation efforts, and lead system integrators. As appropriate, the Contractor will create similar reference material for commercial markets.

5.1.4 Monitor Trends Affecting Small Business Concerns

The contractor will support the DOD SBIR Program administrator in the identification of policies or processes that negatively impact Small Business Concerns (SBCs) and create obstacles in moving to Phase III. Additionally, the contractor will support OSBP by monitoring ongoing innovation efforts and acquisition policy discussions affecting small business and the SBIR/STTR program such as the 809 panel activities, Hacking for Defense, and provide periodic updates. The contractor will draft and deliver white papers or reports as required.

5.1.5 SBIR/STTR Topic Author Training

The Contractor shall develop SBIR/STTR topic author training. The training will consist of slides to be deployed on the DOD SBIR/STTR Portal with similar functionality as the fraud, waste and abuse training. The Contractor will work with DOD Stakeholders and the DOD SBIR Program Administrator to identify existing materials and to develop this training. Training materials and capability will be integrated into the DOD SBIR/STTR portal. The training materials shall include, but not be limited to, the following:

- Presentation and description of established topic criteria
- Identification and explanation of topic author responsibilities
- Assessment of subject materials

5.1.6 SBIR/STTR Proposal Evaluator Training

The Contractor shall develop SBIR/STTR proposal evaluator training. The training will consist of slides to be deployed on the DOD SBIR/STTR Portal with similar

functionality as the fraud, waste and abuse training. The Contractor will work with DOD Stakeholders and the DOD SBIR Program Administrator to identify existing materials and to develop this training. Training materials and capability will be integrated into the DOD SBIR/STTR portal. The training materials shall include, but not be limited to, the following:

- Presentation and description of evaluation criteria
- Identification and explanation of evaluator responsibilities
- Assessment of subject materials

5.1.7 Other DOD Small Business Opportunities

The Contractor shall identify and document information on other relevant DOD research and development, transition/commercialization, and business development programs and authorities for awareness to both the Government and small business. Programs to include, but not limited to: Procurement Technical Assistance Centers (PTACs), Technology Transfer (T2), ManTech, Rapid Innovation Fund (RIF), and Hacking for Defense. Information to include general program information, FAQs, contact information, and possible scenarios for utilization.

5.1.8 Other Small Business Opportunities

The Contractor shall identify and document information on other relevant research and development, transition/commercialization, and business development programs and authorities for awareness to both the Government and small business. Programs to include, but not limited to: Small Business Development Centers (SBDCs), Manufacturing Extension Partnership Program (MEP), State SBIR/STTR support programs, venture capital organizations, angel networks. Information to include general program information, FAQs, contact information, and possible scenarios for utilization.

5.1.9 Analysis SBIR/STTR Assistance Programs

The Contractor shall identify and analyze all DOD and other Federal Agency Commercialization Readiness Programs (CRP) and Discretionary Technical Assistance (DTA) programs. Analysis to include, but not limited to: types of services offered, process for small businesses to enter programs, lessons learned and best practices.

5.2 Advocacy

Specific outreach activities include but are not be limited to the following: Conduct outreach at Government approved conferences and venues across the United States to include exhibition as appropriate. Leverage other DOD component/agency personnel or DOD OSBP personnel/support Contractors where necessary; Participate in relevant training events as required; Design multi-media materials including brochures, pamphlets, briefings, information papers, and other informational products for potential DOD SBIR/STTR participants and; As required, conduct administrative support tasks for conferences and events attended by OSBP. Ensure that outreach materials are prepared and available on-site.

5.2.1 Technology Profiles/Stories

The Contractor will work with participating Agencies and Components to identify, organize, collect, document and distribute technology profiles and success stories. The Contractor will create, format, and distribute a quarterly newsletter providing information on successful technology transitions and highlights of the DOD SBIR/STTR program and associated events. This effort includes the development of a standard definitions of success, templates and success metrics. Contractor will collaborate with all Components and Agencies and other contractors to establish the templates and roll out of completed products.

5.2.2 Web and Social Media

The Contractor will develop and manage web and social media content in support of outreach to small businesses eligible for participation in the DOD Program and to highlight program activities to stakeholders

5.2.3 Beyond Phase II Guide

The Contractor will support OSBP by preparing a Beyond Phase II Guide. The purpose of the guide will be to serve as a desk reference, providing information and guidance for acquisition professionals, contracting officers, and small business professionals on planning and executing strategies to move SBIR/STTR technologies into use through successful transition and commercialization.

5.2.4 DOD Annual Report

The Contractor will support OSBP by designing and formatting a “corporate” style annual report. The purpose of the report will be to provide detailed information regarding annual DOD SBIR and STTR activities including: award and selection data; success stories; commercialization assistance reporting; manufacturing and energy reporting; and other relevant information as required. All data and information required as input for the report will be collected by OSBP and provided to the contractor for formatting.

5.2.5 DOD Participating Organization Informational Brochure

The Contractor will support OSBP by designing and creating a DOD overview brochure on the SBIR and STTR programs. This brochure will include, but not be limited to, information on the participating Components and Agencies, SBIR/STTR data rights, program overview information and contact information.

5.2.6 Program Publication Templates

Contractor will develop a consistent theme for all DOD SBIR/STTR publications to also include website design. In addition to the success story and annual report templates above, this will include any fact sheets, one pagers, Power Point briefing template, etc.

5.2.7 Develop a guide for small business in communicating with the DOD

Contractor will research and evaluate existing information on how to work with the Government. Contractor will also create a comprehensive guide to include focus areas such as, but not limited to: 1 on 1 meetings, follow up requests and cold submissions.

5.3 DOD SBIR/STTR Awards Program

Contractor will develop a DOD SBIR/STTR award program. Effort to include identification of award categories and their evaluation criteria. Some possible award categories may include, but not limited to: Outstanding DOD Program Office utilizing SBIR/STTR and Outstanding Contractor utilizing SBIR/STTR.

PART 7: DELIVERABLES

All deliverables, specified below, will be submitted by electronic media in accordance with requirements performance objectives PART 8 (QASP). The approval and acceptance of work products will be under the purview of the COR or Technical Assistant(s) (TA) to be assigned at contract award.

Deliverable	Frequency	Detail
Monthly Project Status Update	Monthly	15th of each month
Webinars	Periodically	Four to six webinars delivered during the period of performance
Outreach Reports	Periodically	Submitted monthly with the Project Status Update attendance at each approved conference/symposium
Technology Profiles/Stories	As required in coordination with OSBP	Profiles/stories required coordination with DoD Public Affairs before publishing
Beyond Phase II Guide	Once	NLT 30 March 2018

Annual DoD SBIR and STTR Report	Annually	NLT 30 March 2018
Participating Organization Brochure	Once	NLT 30 March 2018
DOD and other small business opportunities	Periodically	Submitted monthly with the Project Status Update
SBIR/STTR Topic Author Training	Once	Delivery date to be determined after approval of outline
SBIR/STTR Proposal Evaluator Training	Once	Delivery date to be determined after approval of outline
Program Publication Templates	Once	Delivery date to be determined after approval of outline
Small Business Guide – Communicating with DOD	Once	Delivery date to be determined after approval of outline
DOD SBIR/STTR Awards Program	Once	Delivery date to be determined after approval of outline NLT End of Effort
Analysis SBIR/STTR Assistance Programs	Once	Delivery date to be determined after approval of outline

The government will comment on Contractor draft deliverables within ten working days to ensure final deliverables are received in a timely manner.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	SBIR Prg Dev & Mgt per PWS CPFF	1	Lot		\$3,257,770.00 NTE
				ESTIMATED COST	\$2,975,133.00
				FIXED FEE	\$282,637.00
				TOTAL EST COST + FEE	<u>\$3,257,770.00</u>
	PURCHASE REQUEST NUMBER: HQ0286-4323-0942-000				

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101	Incremental funding for CLIN 0001				\$0.00
				ESTIMATED COST	
				FIXED FEE	
				TOTAL EST COST + FEE	<u>\$1,000,000.00</u>
	PURCHASE REQUEST NUMBER: HQ0286-4323-0942-000				
	ACRN AA				

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000102	Incremental Funding for CLIN 0001				\$0.00
				ESTIMATED COST	
				FIXED FEE	
				TOTAL EST COST + FEE	<u>\$1,126,770.00</u>
	PURCHASE REQUEST NUMBER: HQ0286-5064-0413-000				
	ACRN AB				

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000103	Funding for CLIN 0001				\$0.00
	PURCHASE REQUEST NUMBER: HQ0286-5095-DWAC50404-000				
				ESTIMATED COST	
				FIXED FEE	
				TOTAL EST COST + FEE	
	ACRN AC				\$531,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000104	Incremental Funding for CLIN 0001				\$0.00
	CPFF				
	PURCHASE REQUEST NUMBER: HQ02865207DSAC50917000				
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				TOTAL EST COST + FEE	\$0.00
	ACRN AD				\$600,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Commercialization/Veloc Training Support	1	Lot		\$4,998,977.95 NTE
	CPFF				
				ESTIMATED COST	\$4,565,276.67
				FIXED FEE	\$433,701.28
				TOTAL EST COST + FEE	\$4,998,977.95

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000201	Incremental Funding for CLIN 0002 CPFF PURCHASE REQUEST NUMBER: 4323-DWAC40942-001				\$0.00
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				<hr/>	<hr/>
				TOTAL EST COST + FEE	\$0.00
	ACRN AA				\$650,754.95

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000202	Incremental Funding for CLIN 0002 CPFF PURCHASE REQUEST NUMBER: 5238-DWAC50635-000				\$0.00
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				<hr/>	<hr/>
				TOTAL EST COST + FEE	\$0.00
	ACRN AE				\$4,348,223.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003	Travel COST Travel for this effort must be in accordance with FAR 31.205-46. Any travel outside of this regulation may be at the contractor's expense. All costs associated with this line item must be approved by the Contracting Officer's Representative (COR) prior to travel.	1	Lot	\$3,600.00	\$2,427.11
				ESTIMATED COST	\$2,427.11

PSC CD: R408

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000301	Incremental Funding for Travel CLIN COST PURCHASE REQUEST NUMBER: HQ02865095DWAC50404000				\$0.00
	ACRN AC			ESTIMATED COST	\$0.00
					\$2,427.11

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001 EXERCISED OPTION	SBIR Prg Dev & Mgt per PWS CPFF PURCHASE REQUEST NUMBER: 5064-DWAC50413-002	1	Lot		\$3,319,668.00 NTE
				ESTIMATED COST	\$3,031,660.00
				FIXED FEE	\$288,008.00
				TOTAL EST COST + FEE	<u>\$3,319,668.00</u>
	ACRN AB				\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100101	Incremental Funding for CLIN 1001 CPFF Use this SubCLIN to invoice for CLIN 1001				\$0.00
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				TOTAL EST COST + FEE	<u>\$0.00</u>
	ACRN AC				\$600,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100102	Incremental Funding for CLIN 1001 CPFF Use this SubCLIN to invoice for CLIN 1001				\$0.00
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				TOTAL EST COST + FEE	\$0.00
	ACRN AF				\$2,090,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100103	Incremental Funding for CLIN 1001 CPFF Use this SubCLIN to invoice for CLIN 1001				\$0.00
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				TOTAL EST COST + FEE	\$0.00
	ACRN AJ				\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100104	Incremental Funding for CLIN 1001 CPFF Use this SubCLIN to invoice for CLIN 1001				\$0.00
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				TOTAL EST COST + FEE	\$0.00
	ACRN AB				\$629,668.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1002 EXERCISED OPTION	Travel COST	1	Lot		\$20,112.00 NTE
	Travel for this effort must be in accordance with FAR 31.205-46. Any travel outside of this regulation may be at the contractor's expense. All costs associated with this line item must be approved by the Contracting Officer's Representative (COR) prior to travel. PURCHASE REQUEST NUMBER: 6126-DWAC50751-000				
				ESTIMATED COST	\$20,112.00
	ACRN AG				\$0.00

PSC CD: R408

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100201	Additional Travel Funds COST				\$0.00
				ESTIMATED COST	\$0.00
	ACRN AJ				\$5,112.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100202	Travel Funds FFP				\$0.00
	The funds formely linked to CLIN 1002 have now been moved to this SubCLIN				
				NET AMT	\$0.00
	ACRN AG				\$15,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1003	Velociter Pilot 2 CPFF	1	Lot		\$4,880,376.00 NTE
	PURCHASE REQUEST NUMBER: 6215-DWAC50781-000				
				ESTIMATED COST	\$4,461,303.00
				FIXED FEE	\$419,073.00
				TOTAL EST COST + FEE	<u>\$4,880,376.00</u>
	ACRN AH				\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100301	Funding for CLIN 1003 CPFF				\$0.00
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				TOTAL EST COST + FEE	<u>\$0.00</u>
	ACRN AH				\$4,880,376.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1004	Phase II (SBIR One) FFP	1	Lot	\$10,390,000.00	\$10,390,000.00
	The contractor shall provide SBIR/STTR Program Advanced Capabilities IT Projects - Phase II (SBIR One) in accordance with the performance work statement sections 2.1, 2.2, 2.3, 2.4, 2.5, attached documents, and all other requirements listed in this document.				
	FOB: Destination				
				NET AMT	<u>\$10,390,000.00</u>

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100401	Funding for CLIN 1004 FFP PURCHASE REQUEST NUMBER: RVM092520171306				\$0.00
					<hr/>
					NET AMT
					\$0.00
ACRN AQ					\$10,390,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001 EXERCISED OPTION	SBIR Prg Dev & Mgt per PWS CPFF	1	Lot		\$3,382,741.00 NTE
					<hr/>
					ESTIMATED COST
					\$3,089,262.00
					FIXED FEE
					\$293,479.00
					<hr/>
					TOTAL EST COST + FEE
					\$3,382,741.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200101	Incremental funding for CLIN 2001 CPFF				\$0.00
					<hr/>
					ESTIMATED COST
					\$0.00
					FIXED FEE
					\$0.00
					<hr/>
					TOTAL EST COST + FEE
					\$0.00
ACRN AK					\$1,132,668.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200102	Incremental funding for CLIN 2001 CPFF				\$0.00
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				<hr/>	<hr/>
				TOTAL EST COST + FEE	\$0.00
	ACRN AL				\$2,169,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2002	Travel	1	Lot		\$36,835.00 NTE
EXERCISED OPTION	COST				
	Travel for this effort must be in accordance with FAR 31.205-46. Any travel outside of this regulation may be at the contractor's expense. All costs associated with this line item must be approved by the Contracting Officer's Representative (COR) prior to travel.				
				ESTIMATED COST	\$36,835.00

PSC CD: R408

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200201	Funding \$7,335 COST				\$0.00
	PURCHASE REQUEST NUMBER: HQ02867092DWAC60765000				
				ESTIMATED COST	\$0.00
	ACRN AM				\$7,335.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200202	Funding for Travel CLIN 2002 COST PURCHASE REQUEST NUMBER: RVM072720171249				\$0.00
	ACRN AP			ESTIMATED COST	\$0.00 \$29,500.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200203	Funding for Travel CLIN 2002 COST PURCHASE REQUEST NUMBER: HQ064285266				\$0.00
	ACRN AR			ESTIMATED COST	\$0.00 \$8,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2003	SBIR/STTR Program IT Projects	1	Lot	\$1,806,720.00	\$1,806,720.00
EXERCISED OPTION	FFP SBIR/STTR Program Advanced Capibilities IT Projects IAW SBIR IT PROJECTS PWS dated June 20, 2017. Deliverable/Payment Schedule is in PWS.				

NET AMT	\$1,806,720.00
---------	----------------

PSC CD: R408

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
200301	Funding for 2003 FFP SBIR/STTR Program Advanced Capabilities IT Projects IAW SBIR IT PROJECTS PWS dated June 20, 2017. Deliverable/Payment Schedule is in PWS. PURCHASE REQUEST NUMBER: 7162DWAC60766000				\$0.00

NET AMT	\$0.00
---------	--------

ACRN AN	\$1,806,720.00
---------	----------------

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3001 EXERCISED OPTION	SBIR Prg Dev & Mgt per PWS CPFF	1	Lot		\$3,447,014.00 NTE

ESTIMATED COST	\$3,147,958.00
FIXED FEE	\$299,056.00
TOTAL EST COST + FEE	<u>\$3,447,014.00</u>

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
300101	Funding in support of CLIN 3001 CPFF PURCHASE REQUEST NUMBER: HQ064285266				\$0.00

ESTIMATED COST	\$0.00
FIXED FEE	\$0.00
TOTAL EST COST + FEE	<u>\$0.00</u>

ACRN AR	\$1,075,014.00
---------	----------------

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
300102	Funding in support of CLIN 3001 CPFF PURCHASE REQUEST NUMBER: HQ064284782				\$0.00
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				<hr/>	\$0.00
				TOTAL EST COST + FEE	\$0.00
	ACRN AS				\$2,300,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3002 OPTION	Travel COST Travel for this effort must be in accordance with FAR 31.205-46. Any travel outside of this regulation may be at the contractor's expense. All costs associated with this line item must be approved by the Contracting Officer's Representative (COR) prior to travel.	1	Lot		\$32,000.00 NTE
				ESTIMATED COST	\$32,000.00

PSC CD: R408

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
300201	Incremental Funding for CLIN 3002 COST PURCHASE REQUEST NUMBER: HQ064285266				\$0.00
				ESTIMATED COST	\$0.00
	ACRN AR				\$24,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3003	SBIR/STTR Training Advocacy and Support CPFF	1	Lot		\$1,515,866.37 NTE
				ESTIMATED COST	\$1,385,437.32
				FIXED FEE	\$130,429.05
				TOTAL EST COST + FEE	<u>\$1,515,866.37</u>

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
300301	Incremental Funding for CLIN 3003 CPFF PURCHASE REQUEST NUMBER: HQ064284851				\$0.00
				ESTIMATED COST	\$0.00
				FIXED FEE	\$0.00
				TOTAL EST COST + FEE	<u>\$0.00</u>
	ACRN AR CIN: HQ064284851300301				\$1,515,866.37

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4001 OPTION	SBIR Prg Dev & Mgt per PWS CPFF	1	Lot		\$3,512,506.00 NTE
				ESTIMATED COST	\$3,207,769.00
				FIXED FEE	\$304,737.00
				TOTAL EST COST + FEE	<u>\$3,512,506.00</u>

Section C - Descriptions and Specifications

PWS**Department of Defense (DoD) Office of Small Business Programs (OSBP)
Small Business Innovation Research and Small Business Technology Transfer
(SBIR/STTR)****Program Development and Management Support****Performance Work Statement****PART 1: GENERAL INFORMATION****1.0 Background**

The Department of Defense (DoD) Office of Small Business Programs (OSBP) is aligned with the Office of the Under Secretary of Defense Acquisitions, Technology & Logistics (OUSDA AT&L). Our mission is to maximize the contributions of small businesses in DoD acquisitions. We provide leadership and governance to the Military Departments and Defense Agencies to meet the needs of the nation's warfighters, creating opportunities for small businesses while ensuring each tax dollar is spent responsibly. OSBP's responsibilities lie in the development of small business policy and oversight of DoD's small business performance, including that of historically underutilized business zones, veteran-owned small businesses, service-disabled veteran-owned small businesses, small disadvantaged businesses, and women-owned small businesses.

During the past several years, OSBP has experienced and continues to experience tremendous growth, restructuring and a changing environment that has seen the office's contract support increase substantially. This expansion in programming brings with it the need to develop programs that align with the office's growth.

The SBIR/STTR programs are comprised of five primary functional areas and 20 sub functional areas. The SBIR/STTR programs include stimulating technological innovation, strengthening the role of small business in meeting DoD's research and development needs, fostering and encouraging participation by small businesses in technological innovation, and increasing the commercial application of DoD-supported research and development.

The program evaluates over 2000 small business proposals per year. The proposals are based on scientific and technical approaches most likely to yield results important to DoD and the private sector. Annually, these programs represent over \$1 billion in research and development funding. Awards are made through a competitive, three-phase process. Solicitations are conducted periodically throughout the year.

Phase I determines the scientific, technical, and commercial merit and feasibility of ideas submitted under the SBIR/STTR programs. Phase I awards are typically \$70,000 to \$150,000 in size, and the period of performance is generally from six to twelve months.

Phase II awards are made to firms on the basis of the results of their Phase I effort and the scientific merit, technical merit, and commercialization potential of the Phase II proposal. Phase II awards are typically \$500,000 to \$1,000,000 in size and the period of performance is generally 24 months.

Under Phase III, the contractor is required to develop the prototype into a viable product or non-R&D service for commercial sale to military or private sector markets.

1.1 Description

In accordance with the terms and conditions of the Indefinite Delivery/Indefinite Quantity (IDIQ) Contract HQ0034-14-D-0026, the contractor shall perform the work of this task order as described below. The technical and program support outlined within the Performance Work Statement (PWS) is intended to support OSBP in carrying out its mission to increase small business participation to the maximum practicable extent in DoD acquisitions. This task order will support the current and future requirements of OSBP's SBIR/STTR programs and initiatives as they develop and mature to meet the requirements of OSBP's diverse mission to modernize the small business industrial base and support the Warfighter.

1.2 Scope

The Contractor shall provide all personnel, supervision, and non-personal services necessary to develop and manage the functional areas outlined in PART 5, Description of Work. The Contractor shall designate a Program Manager to provide direction to the Contractor's employees, develop programs for all functional areas and staff each functional area accordingly, and serve as a single point-of-contact for the Government's Contracting Officer's Representative (COR).

The initial workload estimate for this requirement is approximately 21 Full Time Equivalent (FTEs) for the base period and each option period, with approximately 10 FTEs on-site and the balance off-site. An FTE is estimated at 1920 hours per year. The workload estimates are provided solely to assist the contractor in its assessment of the anticipated workload required and to ensure its proposal includes pricing consistent with the anticipated workload.

PART 2: GOVERNMENT FURNISHED

2.1 General Information

The Government shall facilitate access of Contractor staff to DoD offices, employees, and data necessary to perform this PWS. Performance of this PWS may necessitate the need for 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 PWS, would be adverse to the interests of the Government and/or others (**see PART 6.2 & 6.3, Non-Disclosure and Non-Disclosure Agreement**). The Contractor shall be responsible for any damage caused by Contractor operations related to the above.

At the request of the Government, or at completion of this effort, the contractor will immediately return any Government-provided property, including any equipment, specialized or off-the-shelf software, and all other property provided by the Government for the contractor to use to complete this effort.

2.2 Government Provided Resources at Government Site

The Government will provide the service provider with workstations for all service personnel, consisting of a desk, chair, telephone, office consumables, and a personal computer with access to the local area classified and unclassified networks, for use during the period of performance of this task order. The Government will approve adjustments in the number of workstations provided if and when an increase in the number of service personnel supporting this effort is necessary. Additionally, as necessary, the Government will provide additional computers, scanners and scanning software, and access to copier, telefax, & any other equipment determined by the Government to be necessary for accomplishing the tasks and generating the deliverables of this PWS.

2.3 Proprietary Rights

All analyses, reports, documentation, data, and briefings, in whatever medium or format, developed and conducted under this task order are Government property. The Government will retain unlimited rights to use, distribute, and publish the above as it sees fit.

PART 3: CONTRACTOR FURNISHED

Except for those items specifically stated to be Government Furnished Property in Part 2, the Contractor shall furnish everything required to perform this PWS. All deliverables associates with the tasks in PART 5, shall be submitted to the COR, unless otherwise agreed upon (in writing) before submission. The Contractor shall submit these products as electronic documents in the appropriate format (e.g., Microsoft Office Word, PowerPoint, Excel or, depending on size, in compressed or PDF format). Comments and edits to draft products shall be fully addressed or incorporated before deliverables are accepted for formal coordination. (See Deliverables.)

PART 4: GENERAL REQUIREMENTS

4.1 Places of Performance

The Contractor will predominantly work on a Government site. However, Contractor may be required to have some personnel off-site. The Contractor is responsible for conducting program support between the hours of 8:00 am to 5:00 pm EST Monday thru Friday except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. The Contractor must at all times maintain an adequate work force for the uninterrupted performance of all deliverables defined within this PWS when the Government facility is not closed for the above reasons.

4.2 Period of Performance

The period of performance shall be for one (1) 12-month period and four (4) 1-year option periods.

PART 5: DESCRIPTION OF WORK

The contractor shall provide subject matter technical and small business programs support to assist OSBP in developing, staffing and managing its SBIR/STTR program. The Contractor shall

provide a Program Manager with at least two years' experience successfully managing several direct reports and multiple functional areas. Experience successfully managing multiple developmental programs is desired. The Program Manager is considered Key Personnel. The Contractor shall notify the Contracting Officer prior to making any change in key personnel. In the event that a substitution is requested, the Contractor must demonstrate to the Contracting Officer that the qualifications of the prospective personnel are equal to or better than the qualifications of the personnel being replaced.

The contractor shall staff each of the four (4) following functional areas with a minimum of one Subject Matter "Expert" (see Part 5.1, 5.2, 5.4 & 5.5). In addition, it is recommended that the contractor provide an estimated 16 FTEs with subject matter "Experience" to support the functional areas outlined below:

Specific Tasks:

General Description of Work:

As mentioned in in PART 1.0, Background, OSBP programs are expanding rapidly. The contractor is required to manage the growth of the SBIR/STTR programs by developing methods, processes and procedures that meet the needs of these growing programs, including assisting in redefining the programs, creating and developing new training programs (to include courses for Government personnel), develop new websites, data bases, registration portals, and working with Government personnel to study and establish the appropriate acquisition lead times for both the SBIR and STTR solicitation programs.

5.1 Program Administration:

The contractor shall assist in program planning, policy development and implementation, program correspondence, meeting planning and support, the development of SBIR/STTR topics, preparation for SBIR/STTR solicitations, supporting the acquisition process for SBIR/STTR awards, supporting Federal program integration, managing the SBIR/STTR helpdesk and maximizing efficiency (including operational efficiency) of the DoD SBIR/STTR programs.

5.1.1 Program Planning:

The contractor shall assist OSBP in all support functions related to overall program planning for the DoD SBIR/STTR program.

5.1.2 Federal Program Integration:

The contractor shall provide support to OSBP by participating, reviewing, evaluating, and preparing responses to all federal government inquiries and all interagency initiatives related to the SBIR program.

5.1.3 Topic Generation, Review, and Approval:

The contractor shall assist OSBP with the SBIR/STTR topic development, review and approval process. This includes assistance with the topic call, collection of topics from various stakeholders, and the process of approving topics based on verified DoD capability requirements and budgetary restraints.

5.1.4 Solicitations (including SITIS):

The contractor shall assist OSBP to prepare and conduct multiple DoD SBIR/STTR solicitations throughout each fiscal year.

5.1.5 Acquisition Support:

The contractor shall assist OSBP with all efforts supporting the contracting process for all Phase I, Phase II, and Phase III SBIR/STTR awards.

5.1.6 Program Organization:

The contractor shall provide OSBP with the expertise to evaluate the efficiency and effectiveness, focusing on operational efficiency, of the DoD SBIR/STTR program and processes. The contractor shall make recommendations for improvement and support resulting OSBP-approved efforts.

5.2 Web and Database Administration:

The contractor shall assist OSBP in maintaining the IT infrastructure that supports the administration and management of the DoD SBIR/STTR program across the lifecycle of the program.

5.2.1 IT Infrastructure Functionality and Maintenance:

The contractor shall assist OSBP by maintaining and providing minor functionality changes, as required to support program management and administration to existing IT systems. The contractor may be required to develop a new IT infrastructure to support program management and administration of the DoD SBIR/STTR program. For any required coding, the contractor shall adhere to secure coding practices and software protection throughout the development lifecycle.

5.2.2 Proposal Receipt:

The contractor shall assist OSBP in managing the receipt and processing of Phase I and Phase II proposals.

5.2.3 Data Exchange with Services/Components/SBA:

The contractor shall assist OSBP to ensure efficient and effective exchange of information with all relevant stakeholders, including but not limited to, the Military Services, Other DoD Agencies (ODA), and SBA.

5.2.4 Company Commercialization Report Database and CAI Calculation:

The contractor shall assist OSBP by maintaining and upgrading, as necessary, the DoD SBIR/STTR Phase II Commercialization Database, which is used to produce the Company Commercialization Reports (CCR).

5.2.5 Website Hosting and Maintenance:

The contractor shall assist OSBP by maintaining all established DoD SBIR/STTR content and functionality on the government and public web sites,

(www.acq.osd.mil/osbp/sbir, www.dodsbir.com, and www.dodsbir.net) and internal, government only websites.

5.2.6 Program Budgeting

The contractor shall provide and support a budgeting tool for maintaining and tracking the funding associated with the DoD SBIR/STTR program.

5.2.7 IT Systems Documentation:

The contractor shall assist OSBP by developing, maintaining, and providing documentation, with OSBP approval, on all database processes, procedures, software, and hardware necessary to accomplish efforts specified in this task. The contractor shall provide OSBP with all source code and data base updates and support OSBP in the migration of systems to future OSBP infrastructures. The source code and updates shall be provided on a quarterly basis or immediately following any updates.

5.3 Measures and Reports:

The contractor shall provide assistance to OSBP in supporting, developing and reporting quantitative and qualitative metrics to measure the DoD SBIR/STTR programs' efficiency and effectiveness. This includes any recurring reports, adhoc reports and performance metrics.

5.4 Program Outreach:

The contractor shall provide assistance to OSBP in developing and implementing a targeted, multi-faceted, multi-media outreach program.

5.4.1 DoD SBIR/STTR Training:

The contractor shall provide assistance to OSBP in planning the requirements and content for the annual SBIR/STTR Training Workshop, along with a series of training events to be conducted for the DoD SBIR/STTR workforce and industry.

5.4.2 National and Regional Outreach (Including Listserv):

The contractor shall provide assistance to OSBP in conducting DoD OSBP SBIR/STTR Program outreach initiatives to include participating in exhibitions at 6-8 Government approved conferences/workshops, two annual National SBIR conferences, and state and regional events held at various locations across the United States.

The OSBP cannot project the annual number of state and regional events that will be held at various locations across the United States that are anticipated. For estimating purposes, the contractor should plan from six – twelve events per year.

The OSBP may require the contractor to print presentation materials as needed for conferences, briefings, and other events. The contractor is required to use the U.S. Government Printing Office. For the purpose of estimating the cost of printing, the OSBP requests the contractor estimate \$10,000 to cover printing

costs only when the GPO is unable to print the documents in a timely manner and grants the OSBP a waiver that will allow the contractor to use commercial printers.

5.5 Commercialization:

The contractor shall assist OSBP in supporting commercialization initiatives in accordance with the tasks identified below.

5.5.1 Commercialization Administration:

The contractor shall assist OSBP in developing and executing a single, focused commercialization initiative.

5.5.2 Commercialization Readiness Program (CRP) Integration:

The contractor shall provide an Army, Navy, Air Force and Defense Agency Service/Component CRP program liaison to provide integration with overall department wide commercialization efforts.

5.5.3 Market Analysis, Data Mining, and Workshops:

The contractor shall assist OSBP by establishing processes for conducting strategic and tactical market research and analysis, data mining, and workshops that are focused on meeting broad critical national security needs.

5.5.4 Success Stories, Articles, and Publications:

The contractor shall assist OSBP by collecting, documenting and organizing success stories and updates that have been vetted by the services and components. The contractor shall assist OSBP in designing and publishing an annual camera-ready brochure featuring success stories from across DoD.

5.5.5 DoD SBIR/STTR Beyond Phase II (BP2) Conference and Technology Showcase:

The contractor shall provide assistance to OSBP in planning the requirements and content for annual 4 day "Beyond SBIR Phase II Conferences and Technology Showcases."

5.6 Workload Estimates:

The contractor is required to document the workload performed for each functional area in a form acceptable to the COR and provide it to the COR on a quarterly basis. The substance of the data will help the government define the workload for use as workload estimates for future competition using fixed-price contracts to the maximum extent practicable.

PART 6: ADMINISTRATIVE REQUIREMENTS

The following security requirements are mandatory:

6.1 Security Clearances

Contractor personnel assigned under this PWS are required to have an active SECRET security clearance. The Government will sponsor any required SECRET security clearances under this effort at no cost to the government.

Security procedures will be in accordance with DOD 5200.2R, "Personnel Security Program;" 5105.2 I-M-1, "Department of Defense Sensitive Compartmented Information Administrative, Security Manual;" DOD 5220.22-M, "National Industrial Security Program" (NISPOM); and DOD 5220.22-M-S, "National Industrial Security Program Supplement" (NISPOMSIP).

6.2 Security Requirements

Physical Security: The Contractor shall be responsible for safeguarding all Government property provided for Contractor use. At the close of each work period, Government facilities, equipment, and materials shall be secured in accordance with regulations stated in Section 5.1, Security Clearances.

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 consent of the Contracting Officer (CO) or COR. Contractor and Contractor personnel will not divulge or release data or information developed or obtained in performance of this effort, until made public by the Government, except to authorized Government personnel or upon written approval of the CO or COR. The Contractor will not use, disclose, or reproduce proprietary data other than as required in the performance of this effort. Nothing herein will preclude the use of any raw 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.

The Contractor agrees to assume responsibility for protecting the confidentiality of Government records, which is not considered public information. Each Contractor or employee 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 purposes and to the extent authorized herein. The Contractor shall not release any information related to this contract to the public, media or other unauthorized persons or organizations (e.g., posting information to a public website) unless the government has conducted the appropriate security review and granted written approval. 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. The Contractor shall be responsible for any damage caused by Contractor operations related to the above.

6.3 Non-Disclosure Agreement

In the event this type of information is accessed, the Contractor shall agree that it will not use or disclose any such information unless authorized by the CO or COR. The Contractor shall further agree that it will use its best efforts to ensure that its employees and others performing services under this contract will not use or disclose any such information unless authorized by the COR or

CO. The Contractor shall protect information in accordance with the Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552, as amended). The Contractor shall agree that each of its employees and others performing duties under this contract will sign a Non-Disclosure Agreement provided by the Government.

6.4 Organizational Conflicts of Interest: The Contractor warrants that to the best of its knowledge and belief and except as otherwise disclosed, he or she does not have any organizational conflict of interest, which is defined as a situation in which the nature of work under a Government contract and a Contractor's organizational, financial, contractual or other interests are such that: award of the contract may result in an unfair competitive advantage; or the Contractor's objectivity in performing the contract work may be impaired. Specific tasks under this PWS may require the Contractor to provide advisory and assistance services which may be areas for potential organizational conflicts of interest addressed in FAR 9.505. Performance of such tasks may preclude the Contractor from consideration for award of related programs. The Contractor is required to advise the contracting officer whether it considers that an actual or potential conflict of interest exists.

6.5 Travel

The Contractor shall only be reimbursed for travel from the National Capital Region to a site outside the National Capital Region. The Government is not responsible for Contractor's travel costs within the National Capital Region.

The term "National Capital Region" means the geographic area located within the boundaries of the District of Columbia; Montgomery and Prince Georges counties in Maryland; and Arlington and Fairfax Counties, plus the cities of Alexandria, Fairfax, and Falls Church in Virginia plus Loudoun and Prince William counties in Virginia.

All travel shall be approved by the COR prior to 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 31.205-46, "Travel costs" and Federal Joint Travel Regulation/Joint Travel Regulations. Indirect costs are not allowed.

PART 7: DELIVERABLES

All deliverables, specified below, shall be submitted by electronic media in accordance with requirements performance objectives PART 8. The approval and acceptance of work products will be under the purview of the COR or Technical Assistant(s) (TA) to be assigned at contract award.

Product	Description	Periodicity	Date Due/	Copies to & # of copies
---------	-------------	-------------	-----------	-------------------------

Progress, Status and Mgt. Report for each task in Part 5	Updates on items delivered & work-in-process	Monthly	15 calendar days after end of each month	COR, otherwise TA if assigned
Technical Reports	Information papers, background reports & briefings with related slides.	As required, averaging no more than four iterations per month of the task order period of performance	Varying per iteration	COR, otherwise TA if assigned
Workload Estimates	Deliver matrix describing workload estimates for each functional area	Quarterly	15 calendar days after end of each quarter	COR

The government will comment on contractor draft deliverables within ten working days to ensure final deliverables are received in a timely manner.

PART 8: PERFORMANCE OBJECTIVES

Quality Assurance Surveillance Plan (QASP):

The Government shall evaluate the Contractor’s performance under this PWS in accordance with the IDIQ Quality Assurance Surveillance Plan. This plan is primarily focused on what the Government must do to ensure that the Contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rate(s).

Performance Thresholds. The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success. General quality measures, as set forth below, will be applied to each deliverable received from the contractor under this PWS.

- Accuracy - Work Products will be accurate in presentation, technical content, and adherence to accepted elements of style. Written documents will be in formats as specified above and shall be at least 99% free of grammar and spelling errors.
- Appearance - All work products will be neat and attractive, reflecting the role that OSBP fulfills and the level at which work products will be used.
- Clarity - Work Products will be clear and concise. Any/all diagrams shall be easy to understand and be relevant to the supporting narrative.

- Consistency to Requirements - All work products must satisfy the requirements of this performance work statement.
- File Editing - All text and diagrammatic files will be editable by the government.
- Format - Work Products will 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.
- Timeliness - Work Products will be submitted on or before the due date specified by the government or submitted in accordance with a later scheduled date determined by the government.

Acceptable Quality Level. 99% (as stated above in Performance Thresholds).

Inspection Methodology. All reports and deliverables shall be reviewed upon receipt. The reviewer will report any flaws in the document and categorize the flaws (Editorial, Format, and/or Substance).

COMMERCIALIZATION TRAINING PWS

**Department of Defense (DoD)
Office of Small Business Programs (OSBP)
SBIR Commercialization Training Support**

Performance Work Statement

PART 1: GENERAL INFORMATION

1.0 Background

The Department of Defense (DoD) Office of Small Business Programs (OSBP) is aligned with the Office of the Under Secretary of Defense Acquisitions, Technology & Logistics (OUSD AT&L). Our mission is to maximize the businesses in DoD acquisitions. We provide leadership and governance to the Military Departments and Defense Agencies to meet the needs of the nation's warfighters, creating opportunities for small businesses while ensuring each tax dollar is spent responsibly. OSBP's responsibilities lie in the development of small business policy and oversight of DoD's small business performance, including that of historically underutilized business zones, veteran-owned small businesses, service-disabled veteran-owned small businesses, small disadvantaged businesses, and women-owned small businesses.

During the past several years, OSBP has experienced and continues to experience tremendous growth, restructuring and a changing environment that has seen the office's contract support increase substantially. This expansion in programming brings with it the need to develop programs that align with the office's growth.

In support of its SBIR program, OSBP seeks increased participation from new inventors and innovators and a reduction in barriers to entry through clearer instructions, additional resources, transparency and training for potential Phase I participants. Additionally, OSBP seeks to undertake the Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) Acquisition & Commercialization Engagement Support (ACES) Program to support the commercialization of technologies ~~companies~~ throughout the lifecycle of the SBIR program.

In particular OSBP seeks to provide infrastructure to these companies so that as they grow from just innovators doing a feasibility assessment of technology during their Phase I's to becoming thriving small businesses that are compliant with financial, legal and other regulations during Phase II and III. OSBP also seeks the ability to grow SBIR/STTR companies ~~that SBIR have the ability to grow their companies~~ and commercialize their technologies through matchmaking opportunities ~~in the private sector~~, and increase public/private R&D investments to help the cost of commercializing technologies.

1.1 Description

In accordance with the terms and conditions of the Indefinite Delivery/Indefinite Quantity (IDIQ) Contract HQ0034-14-D-0024, 0025, 0026 and 0027, the contractor shall perform the work of this task order as described below. The technical and program support outlined within the Performance Work Statement (PWS) is intended to support OSBP in carrying out its mission to increase small business participation to the maximum practicable extent in DoD acquisitions. This task order will support the current and future requirements of OSBP's programs and initiatives as they develop and mature to meet the requirements of OSBP's diverse mission to modernize the small business industrial base and support the Warfighter.

1.2 Scope

The Contractor shall provide all personnel, supervision, and non-personal services necessary to develop and manage the functional areas outlined in PART 5, Description of Work. The Contractor shall designate a Program Manager to provide direction to the Contractor's employees, develop programs for all functional areas and staff each functional area accordingly, and serve as a single point-of-contact for the Government's Contracting Officer's Representative (COR).

The initial workload estimate for this requirement is approximately 25 Full Time Equivalent (FTEs). An FTE is estimated at 1920 hours per year. The workload estimates are provided solely to assist the contractor in its assessment of the anticipated workload required and to ensure its proposal includes pricing consistent with the anticipated workload.

PART 2: GOVERNMENT FURNISHED

2.1 General Information

The Government shall facilitate access of Contractor staff to DoD offices, employees, and data necessary to perform this PWS. Performance of this PWS may necessitate the need for 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 PWS, would be adverse to the interests of the Government and/or others (see **PART 6.2 & 6.3, Non-Disclosure and Non-Disclosure Agreement**). The Contractor shall be responsible for any damage caused by Contractor operations related to the above.

At the request of the Government, or at completion of this effort, the contractor will immediately return any Government-provided property, including any equipment, specialized or off-the-shelf software, and all other property provided by the Government for the contractor to use to complete this effort.

2.2 Government Provided Resources at Government Site

The Government will provide the service provider with workstations for all service personnel, consisting of a desk, chair, telephone, office consumables, and a personal computer with access to the local area classified and unclassified networks, for use during the period of performance of this task order. The Government will approve adjustments in the number of workstations provided if and when an increase in the number of service personnel supporting this effort is necessary. Additionally, as necessary, the Government will provide additional computers, scanners and scanning software, and access to copier, telefax, & any other equipment determined by the Government to be necessary for accomplishing the tasks and generating the deliverables of this PWS.

2.3 Proprietary Rights

All analyses, reports, documentation, data, and briefings, in whatever medium or format, developed and conducted under this task order are Government property. The Government will retain unlimited rights to use, distribute, and publish the above as it sees fit.

PART 3: CONTRACTOR FURNISHED

Except for those items specifically stated to be Government Furnished Property in Part 2, the Contractor shall furnish everything required to perform this PWS. All deliverables associated with the tasks in PART 5, shall be submitted to the COR, unless otherwise agreed upon (in writing) before submission. The Contractor shall submit these products as electronic documents in the appropriate format (e.g., Microsoft Office Word, PowerPoint, Excel or, depending on size, in compressed or PDF format). Comments and edits to draft products shall be fully addressed or incorporated before deliverables are accepted for formal coordination. (See Deliverables.)

PART 4: GENERAL REQUIREMENTS

4.1 Places of Performance

The Contractor will predominantly work off Government site. However, Contractor may be required to have some personnel on-site. The Contractor is responsible for conducting program support between the hours of 8:00 am to 5:00 pm EST Monday thru Friday except Federal

holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. The Contractor must at all times maintain an adequate work force for the uninterrupted performance of all deliverables defined within this PWS when the Government facility is not closed for the above reasons.

4.2 Period of Performance

The period of performance shall be for one (1) 12-month period.

PART 5: DESCRIPTION OF WORK

Specific Tasks:

General Description of Work

5.1 Training and Support for Phase I SBIR participants:

The contractor shall support Phase I participants by helping provide support to companies with developing a cost volume, understanding ~~doing~~ Commercialization Achievement Index (CAI) calculations, and developing a single sample technical volume for companies to use as a starting point for their technical volumes. The contractor shall identify other areas of support and develop training material to help companies. These areas include but are not limited to intellectual property, business structures, business development and accounting. Physical presence for in-person support should be available to participants. The contractor will also develop strategies to increase participation of universities, non-traditional supplier and historically under represented institutions.

5.2 ACES Program:

The goal of ACES is to provide professional business assistance through a structured program so that the Small Business Concerns (SBCs) are in the best position to present their technology at the Beyond Phase II Conference (Beyond Phase II) and obtain Phase III funding at the end of their Phase II effort.

This assistance will include the development of a strategy for transitioning the participating SBIR or STTR technology into Programs of Record (Acquisition Track) and Commercial Markets (Commercial Track). The primary goal will be to prepare SBIR & STTR Phase II small businesses to market their DoD funded technology development to DoD Acquisition Officers and large DoD Prime contractors, furthering the small business's effort to be a reliable supplier. Phase III strategic planning assistance, briefing materials, focused educational/training activities, technology due diligence and preparation for engagement at the Beyond Phase II will be primary tenants of this effort.

5.2.1 Identification of Participants:

It is envisioned that the assistance to the small businesses will be provided over an approximately 8-month period starting with a kick-off meeting, which all DoD Phase II companies will be invited to attend, and culminating at the Beyond Phase II. Several meetings will be scheduled during this time but much of the assistance will be provided via phone calls, webinars, emails and the internet. The contractor will work with the OSBP to determine eligible

Phase II companies across the DoD SBIR/STTR portfolio. Each company shall be invited to participate in the ACES program and be required to participate in a virtual strategic planning meeting to maintain eligibility to participate. Participants will be required to meet program timelines and objectives to maintain eligibility in the program. The contractor will track participant's eligibility and engagement throughout the program as a requirement for participation at the Beyond Phase II.

5.2.2 Kickoff Meeting:

The contractor shall plan, host and prepare materials for a Program Kickoff Meeting, held in a virtual format, to start the ACES program. The agenda will consist of core briefings and service/component specific briefings.

Sample Agenda:

- Explanation of the ACES program.
- Requirements for participation and showcasing at the Beyond Phase II.
- Business and transition assistance the SBCs will be provided during the ACES program.
- Deliverables the SBCs are expected to produce to maintain program eligibility.
- Assignment of a business consultant to help the small business through the ACES program and maximize transition/commercialization potential.
- Other topics approved by the OSD(OSBP) program office that would benefit SBIR Phase II awardees.

Service & Component Specific Agenda Items:

- The contractor will work closely with the Service & OSD Component Program Managers, Prime contractors, and Program Executive Offices (PEOs) as needed to involve them in the program.
- Information on respective DoD programs and Prime contractor responsibilities will be included in the agenda to assist participants with technology transition.

The contractor shall be responsible for planning and scheduling all virtual meeting activities, which will include an introduction, program overview, SBIR/STTR intellectual property module and other briefings of particular relevance.

The pre-kickoff work will be performed approximately 4 to 8 weeks before the event by a mixture of personnel. The business consultants will review relevant materials provided by all registrants so that they are prepared to address the commercialization needs of companies in their portfolios. After the kickoff meeting, each company will have the option to continue with the ACES program or not. The contractor will maintain a database of eligible projects and companies, annotating those that are invited to the kickoff, attend the kickoff, participate in the program, and drop out during the program. This will determine the companies eligible to present at the Beyond Phase II Conference. ~~for the Beyond Phase II.~~

Due to the timing of the Beyond Phase II, the contractor will have 8 months to prepare

companies to participate in this technology commercialization/transition event. The contractor will notify companies of eligibility and provide a method for registration.

5.2.3 ACES Program:

The contractor will work with each participating Phase II company to develop elements required for technology alignment with an acquisition track or commercial track. The contractor shall assign an internal business consultant who will work closely with each participating Phase II company throughout this process, providing periodic feedback.

The contractor shall be able to provide the small business with an understanding of the current DoD research and procurement environments and develop the best strategy for the firm to transition its technology (Acquisition track). Not all DoD SBIR/STTR programs are aligned directly with an acquisition program. Therefore, some Phase II projects will require a commercial Phase III focus (Commercial track). The Contractor will thoroughly review each deliverable and provide detailed feedback. Companies unable to meet deliverable deadlines will be removed from the program.

5.2.4 Acquisition and Commercial Track Activities:

- Phase III Assessment to examine the potential Programs of Record or commercial markets into which the technology may be inserted, establishing milestones and potential costs, hurdles and risks of development subsequent to completion of Phase II.
- Prime Contractor or Investor alignment to determine the lead systems integrators or capital partners providing the greatest potential for use of the technology under development.
- Strategic planning to provide clarity of business objectives and funding strategies in transitioning the technology.
- Contact lists and facilitated calls to discuss issues related to transition of the technology.
- Phase III Transition Assessment to examine milestones and potential costs, hurdles and risks of development subsequent to completion of Phase II. This assessment is intended to serve as a guide to further transition into Programs of Record or commercial markets.

5.2.5 Participant Deliverables

Each participating small business will be required to meet a schedule of deliverables to remain eligible for participation at the Beyond Phase II. Examples of such deliverables include:

- Quad Chart (single sheet providing quick look into program schedule, budget requirements, expected transition information, and technology development level).
- Company Capability Brochure which serves as a marketing tool for the participating firm to illustrate company capabilities focused toward the target audience at the Beyond Phase II.
- PowerPoint presentation vetted for quality and professional delivery at the Beyond Phase II.
- Professional booth for exhibit at the Beyond Phase II.

5.2.6 Webinars

The contractor will deliver a series of webinars that address issues of concern to the participating small businesses and help in preparing them for the Beyond Phase II, technology transition/commercialization, DoD platforms, intellectual property, discussing technology information with Prime contractors, acquisition structure and understanding the DoD's flow of funding and documentation. The webinars should include DoD personnel as appropriate to report programmatic information and/or changes.

5.2.7 Reference Materials

The contractor will conduct market research on relevant DoD platforms and lead system integrators to facilitate informational discussions between the participating firm and business consultant. The reference materials will serve to increase the understanding of overarching programs for which the technology is being developed. If necessary, the contractor will conduct the same activities for commercial markets and products that may provide a commercialization opportunity for the participating firms.

5.2.8 Graphics & Displays

The contractor will examine each small business participant's exhibit materials and offer graphic design support to assure booth displays and capability brochures are developed professionally for marketing the technology to the target audience of the Beyond Phase II.

5.2.9 Intellectual Property Expertise

The contractor shall provide access to an intellectual property expert in SBIR & STTR legislation. This expert will provide advice to small businesses participating in the ACES program, such as generating and maintaining non-disclosure agreements and how to discuss technology development with large Prime contractors and/or the investment community.

5.2.10 Systems Engineering Expertise

The contractor shall have knowledge of the Systems Engineering attributes of each participating technology area necessary to advance Technology Readiness Levels (TRL) and transition to DoD acquisition programs. The contractor will understand testing necessary to transition an ACES program participant's technology to a Program of Record (PoR) and/or a Prime contractor's system or subsystem (Acquisition Track). This includes specific test requirements for technology acceptance of the particular platform or system of transition. The contractor will recommend and foster inclusion of the technology in aligned DoD or Lead System Integrator test/demonstration activities and help the company prepare for necessary test and evaluation identified through market due diligence.

5.2.11 Technology Matching

The contractor will work closely with each DoD Service, DoD Component, targeted Prime

contractors and the investment community to support their initiatives for successful transition/commercialization of technologies. The contractor will identify technology requirements from each community and provide technology matches within the ACES program's participating class. This matching is expected to support Prime contractor, acquisition officer and other commercial entity's participation at the Beyond Phase II.

The contractor will develop relationships, tools and strategies focusing on helping DoD acquisition offices identify technologies participating in the ACES program. Working closely with Commercialization Readiness Program (CRP) managers and designated support contractors from each service and component, the contractor will identify technology requirements and provide matches from within the portfolio to the cognizant technology managers for incorporation in technology roadmaps and acquisition strategies.

5.2.12 Beyond Phase II

The contractor and the OSBP SBIR/STTR Program Office will select ~~approximately 1300~~ projects from the ACES program, in the base year, to participate at the Beyond Phase II. ~~held annually in the Washington D.C. area.~~ All selected ~~1300~~ projects will present a 15-20 minute technical presentation at the Beyond Phase II. The presentation will contain only information approved for public release and non-proprietary company information. OSD will identify location and contract with the venue during the course of the contract.

The Contractor will initiate a campaign to identify appropriate transition and commercialization partners for the technologies developed by the participating small businesses. The contractor shall develop an extensive database of contacts within the private sector, defense, and investment communities. As appropriate, the contractor will use methods (email, mail, posters, print & electronic media, events, etc.) to increase the participation of the targeted audience. The contractor shall propose the recommended methodology.

Prior to the Beyond Phase II, there will be a presentation workshop in which the business consultants work with the companies on the delivery of their PowerPoint presentation and how to get the most out of the Beyond Phase II, including meetings that will be held with attendees. During the Beyond Phase II, business consultants play multiple roles to assure the smooth functioning of presentations, one-on-one meetings, and information distribution.

5.2.13 Beyond Phase II Presentation Review

Companies that complete the ACES program deliverables will become finalists in the ACES program. These companies are eligible to present at the Beyond Phase II. The purpose of the review is to assure each presenting firm will have a presentation and technology pitch for the Beyond Phase II.

The contractor shall review the presentation to be given at the Beyond Phase II and assure the small business participant is prepared to use their quad chart, capability brochure and display booth for the greatest impact at the event. Presentation workshop efforts will be scheduled per availability of the contractor and each participating firm. The contractor will recommend the

most cost effective format of the review (e.g. virtual, at contractor site, preceding BP II). The contractor will be responsible for maximizing professionalism and minimizing no-shows of participating firms eligible for the Beyond Phase II.

5.2.14 One-on-One Meetings

The contractor will provide a mechanism for scheduling one-on-one meetings, at the Beyond Phase II, for acquisition professionals, Prime contractors and venture community to discuss technology transition with the participating small businesses. It is expected the contractor will propose a format for these meetings. It is expected that one-on-one meetings run 15-20 minutes for transition/commercialization discovery discussions. The one-on-one meetings will be initiated by the Prime contractor or acquisition officers attending the event and may incorporate subject matter experts (SME), business development managers, and/or small business technology coordinators.

The contractor is responsible for ensuring promulgation of meeting options and meeting request protocol to the target audience that is interested in transitioning the showcased technologies. The contractor is also responsible for ensuring transmission of technology information addressing established requirements and phone/email conversations are used as precursor due diligence to one-on-one meetings.

It is the contractor's responsibility to assure meeting schedule, notifications and evaluation is conducted prior to the event. The contractor will track the number of one-on-one meetings, attendees, and meeting results.

5.2.15 Side Meetings

The contractor will provide a mechanism for scheduling side meetings at the Beyond Phase II for the SBIR/STTR community leaders to discuss relevant matters and/or strategic direction during the event. This may include SBIR/STTR program managers, acquisition professionals, Prime contractor leadership and possibly small businesses

5.2.16 Agenda

The contractor is responsible organization of technology briefings by research thrust in a manner that allows all participating projects to brief within the designated schedule of the Beyond Phase II event.

5.2.17 Success Stories

The contractor shall document success of ACES program participants and ACES program participants that present at the Beyond Phase II Conference. ~~work with the participating SBIR/STTR companies to document success of ACES and Beyond Phase II participation.~~ The contractor shall work with ACES participating SBIR/STTR companies to obtain, format and distribute a post event newsletter providing information on successful technology transitions and highlights of the event.

5.3 Data Analytics

The contractor shall develop detailed analytics to:

- Measure success of commercialized companies who have gone through the ACES program.
- Identify a portfolio of total investments by the RELIANCE resilience 21 research areas.
- Total dollar amount of investments by portfolio areas.
- Identify a mechanism to track various ~~identify level~~ and ratse of success of SBIR/STTR awardees that may be used for annual budget recommendations. ~~and use that as a base for yearly awards.~~
- Other analytics that can provide value back to the government.

PART 6: ADMINISTRATIVE REQUIREMENTS

The contractor shall have weekly teleconference meetings with the OSD lead and at least three on-site program reviews during the course of the year shall be in the Washington D.C. area and one program review at the contractor site. As appropriate, visits with DoD services and components may be substituted/necessary at the program manager's request. During service and component meetings, the contractor will provide a status on the program and address issues regarding participation of their companies in the ACES program. As appropriate, other communication supplements may be added.

The following security requirements are mandatory:

6.1 Security Clearances

Contractor personnel assigned under this PWS are not required to have an active security clearance. The Government will sponsor any required security clearances under this effort at no cost to the government.

Security procedures will be in accordance with DOD 5200.2R, "Personnel Security Program;" 5105.2 I-M-1, "Department of Defense Sensitive Compartmented Information Administrative, Security Manual;" DOD 5220.22-M, "National Industrial Security Program" (NISPO); and DOD 5220.22-M-S, "National Industrial Security Program Supplement" (NISPOMSIP).

6.2 Security Requirements

Physical Security: The Contractor shall be responsible for safeguarding all Government property provided for Contractor use. At the close of each work period, Government facilities, equipment, and materials shall be secured in accordance with regulations stated in Section 5.1, Security Clearances.

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 consent of the Contracting Officer (CO) or COR. Contractor and Contractor personnel will not divulge or release data or information developed or obtained in performance of this effort, until made public by the Government, except to authorized Government personnel or upon written approval of the CO or COR. The Contractor will not use, disclose, or reproduce proprietary data other than as required in the performance of this effort. Nothing herein will preclude the use of any raw 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.

The Contractor agrees to assume responsibility for protecting the confidentiality of Government records, which is not considered public information. Each Contractor or employee 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 purposes and to the extent authorized herein. The Contractor shall not release any information related to this contract to the public, media or other unauthorized persons or organizations (e.g., posting information to a public website) unless the government has conducted the appropriate security review and granted written approval. 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. The Contractor shall be responsible for any damage caused by Contractor operations related to the above.

6.3 Non-Disclosure Agreement

In the event this type of information is accessed, the Contractor shall agree that it will not use or disclose any such information unless authorized by the CO or COR. The Contractor shall further agree that it will use its best efforts to ensure that its employees and others performing services under this contract will not use or disclose any such information unless authorized by the COR or CO. The Contractor shall protect information in accordance with the Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552, as amended). The Contractor shall agree that each of its employees and others performing duties under this contract will sign a Non-Disclosure Agreement provided by the Government.

6.4 Organizational Conflicts of Interest: The Contractor warrants that to the best of its knowledge and belief and except as otherwise disclosed, he or she does not have any organizational conflict of interest, which is defined as a situation in which the nature of work under a Government contract and a Contractor's organizational, financial, contractual or other interests are such that: award of the contract may result in an unfair competitive advantage; or the Contractor's objectivity in performing the contract work may be impaired. Specific tasks under this PWS may require the Contractor to provide advisory and assistance services which may be areas for potential organizational conflicts of interest addressed in FAR 9.505. Performance of such tasks may preclude the Contractor from consideration for award of related programs. The Contractor is required to advise the contracting officer whether it considers that an actual or potential conflict of interest exists.

6.5 Travel

The Contractor shall only be reimbursed for travel from the National Capital Region to a site outside the National Capital Region. The Government is not responsible for Contractor’s travel costs within the National Capital Region.

The term "National Capital Region" means the geographic area located within the boundaries of the District of Columbia; Montgomery and Prince Georges counties in Maryland; and Arlington and Fairfax Counties, plus the cities of Alexandria, Fairfax, and Falls Church in Virginia plus Loudoun and Prince William counties in Virginia.

All travel shall be approved by the COR prior to 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 31.205-46, “Travel costs” and Federal Joint Travel Regulation/Joint Travel Regulations. Indirect costs are not allowed.

PART 7: DELIVERABLES

All deliverables, specified below, shall be submitted by electronic media in accordance with requirements performance objectives PART 8. The approval and acceptance of work products will be under the purview of the COR or Technical Assistant(s) (TA) to be assigned at contract award.

Product	Description	Periodicity	Date Due/	Copies to & # of copies
Progress, Status and Mgt. Report for each task in Part 5	Updates on items delivered & work-in-process	Monthly	15 calendar days after end of each month	COR, otherwise TA if assigned

Technical Reports	Information papers, background reports & briefings with related slides.	As required, averaging no more than four iterations per month of the task order period of performance	Varying per iteration	COR, otherwise TA if assigned
Workload Estimates	Deliver matrix describing workload estimates for each functional area	Quarterly	15 calendar days after end of each quarter	COR

The government will comment on contractor draft deliverables within ten working days to ensure final deliverables are received in a timely manner.

METRICS REPORTING

The contractor will support data collection requirements for Prime Contractor SBIR/STTR Metrics/Reporting for DoD 5000.02.

SBIR IT PROJECT PWS

**Department of Defense (DoD)
Office of Small Business Programs (OSBP)
Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR)
SBIR/STTR Program Advanced Capabilities IT Projects - Phase I, Fraud Waste & Abuse (FWA) Certification, and CCR Database Cleanup
June 20, 2017**

Addendum to Current Performance Work Statement

Description of Work

Under this PWS DoD OSBP seeks to have developed and deployed Small Business Fraud Waste and Abuse (FWA) Training Certification functionality, cleanup of the Company Commercialization Record (CCR) database, and have created a plan for the development and deployment of advanced IT capabilities for the SBIR/STTR Programs.

The goal of these efforts are to conserve a considerable amount of OSBP and DoD Component resources, streamline source selections, increase accuracy of the reported SBIR/STTR data, ensure timely report generation and delivery to the various Stakeholders, and guard against fraud waste and abuse of the SBIR program.

Tasks

The Contractor shall provide project management support to plan and execute all work and deliverables required under this PWS. The Contractor shall ensure all work conducted under this PWS is planned and executed in a manner that will achieve cost, schedule, and performance objectives.

1.0 FWA Training Certification

The DoD SBIR/STTR Small Business Portal is the DoD-wide access point for SBIR solicitations and submissions. The Contractor shall develop a FWA Training Certification Volume 5 on the DoD SBIR/STTR Small Business Portal. The FWA Training Certification consists of pre-existing FWA slides currently deployed on the OSBP website, along with a required certification pop-up/PDF file which each SBIR/STTR Offeror must certify they have reviewed/understand the FWA material contained within the FWA slides in order to submit an SBIR/STTR proposal. The functionality of the FWA Training & Certification Module shall include the following:

- The training shall contain the (pre-existing) FWA slides currently deployed under “training” on the OSBP SBIR/STTR portal.
- Prior to submitting an SBIR/STTR proposal, Offerors shall be compelled to progress through the slides and this activity is tracked for verification.
- FWA Training Certification shall be valid for 12 months, and the time period validity shall be adjustable.
- At completion of clicking through the FWA slides, a certificate of training completion is created (pdf or other format). The certificate shall contain the offeror’s name and the date of completion.
- The certificate must be included in the Offeror’s proposal package and forwarded to the Topic Sponsor.
- Proposal submit button will not display until FWA Training & Certification is completed and certificate is generated.
- DoD OSBP to retain ability to activate/deactivate this feature in any given SBIR/STTR Announcement.
- DoD OSBP to retain ability to import/not import FWA training cert feature for Component access and/or Component transmission (TBD by OSBP) or when generating PDF packages.
- The FWA Training Certification capability is scalable to include future certifications (i.e., NDA certs, Letter of Recommendation, document upload, etc).
- Collection of IP vendor-specific IP information. Information shall include vendor name, DUNS number, current IP protection period, current contracts, and synopsis of protected data.
- Capability to be deployed by the DoD 18.2/18.B SBIR/STTR solicitation

2.0 CCR Database Cleanup

2.1 Identify Data-Set

The Contractor shall identify and cross-reference corrupt, inaccurate and/or incomplete CCR records to establish the operative data-set. The data-set shall be reviewed and approved by OSBP.

2.2 Evaluate & Link Records

The Contractor shall evaluate approximately one quarter of the corrupt, inaccurate and/or incomplete CCR record and identify the solution that will enable the record to link to previous Phase II awards. In addition, the Contractor shall provide a monthly progress report.

2.3 Management Plan for Non-Linkable CCR Database Records

The Contractor shall evaluate approximately one quarter of the remaining data that cannot be linked to Phase II awards and develop a plan to properly manage these CCR records. Management includes classification and/or deletion.

3.0 SBIR/STTR Program Advanced Capabilities IT Projects - Project Plan Phase I

The Contractor shall interface with Components to gather and analyze their respective business and functional Stakeholder requirements. Once business and functional system requirements are compiled, defined and integrated, the Contractor shall support a meeting comprised of the representatives of each Stakeholder to demonstrate how the system meets the needs of the constituents. Updates resulting from the meeting(s) will be made as needed.

The Contractor shall deliver an OSBP approved SBIR/STTR Advanced Program Capabilities IT Projects Project Plan. The project plan shall include:

1. Project Requirements Identification
2. Project Plan, to include:
 - A. Project Schedule
 - B. Project Architecture
 - C. Staffing Plan
 - D. Resources
 - 1) Hardware Requirements
 - 2) ODCs
 - 3) Travel
 - E. Project Cost Schedule
 - F. Project Milestones & Deliverables Schedule
 - G. Project Testing Schedule
 - H. Project Deployment Schedule
 - I. Project Capabilities Delivery & Acceptance

Plan to be completed within 3 months of contract award.

CLIN 2003 DELIVERABLE/PAYMENT SCHEDULE

All deliverables, specified below, will be submitted by electronic media in accordance with requirements performance objectives PART 8. The approval and acceptance of work products will be under the purview of the COR or Technical Assistant(s) (TA) to be assigned at contract award.

Product	Description	Periodicity	Date Due/	Copies To
FWA Training Certification Deployment	FWA Training Certification Volume 5	Once	NLT 2/28/18	COR
Management Plan for FWA Training Certification	Plan that describes timeline & schedule for implementation of FWA Training Certification Volume 5	Once/Updated as needed	Within 30 days of award	COR
CCR Database Cleanup	All records that the contractor shall work with during the POP	Once	NLT 5/31/18	COR
Management Plan for CCR Database Cleanup	Plan that manages the disposition of records that cannot be linked to Phase II SBIR proposals.	Once/Updated as needed	Within 30 days of award	COR
Management Plan for SBIR/STTR Program Advanced Capabilities IT Projects - Project Plan	Plan that manages the delivery of the SBIR/STTR Program Management Advanced Capabilities IT Projects - Project Plan	Once	Within 14 days of award	COR

SBIR/STTR Program Advanced Capabilities IT Projects - Project Plan	Includes IT Project plan, schedule, resources, milestone and deliverable schedule, testing, and deployment schedule.	Once	8/21/2017	COR
Monthly Status Report	Report summarizing status of all three projects	10 Months	Monthly. 15 days following end of the month.	COR

The government will comment on Contractor draft deliverables within five working days to ensure final deliverables are received in a timely manner.

SBIR IT PROJECT PHASE II

**SBIR/STTR Program Advanced Capabilities IT Project
Performance Work Statement (PWS) Addendum
29 AUG 2017 – CLIN 1004**

1.0 Overview

The current DOD SBIR/STTR small business portal is the principal interface for posting, uploading, and archiving of SBIR/STTR topics; posting and archiving SBIR announcements and award schedules; proposal submission, search, and archiving; report generation and export; and notifications.

This effort will expand the functionality of the DOD SBIR/STTR small business portal, to be referred to as the SBIR One System. The project will provide enhanced automation in the areas of topic development, source selection and reporting, and interface with industry while maintaining flexibility to accommodate additional future growth.

The SBIR One System will consist of five major emphasis areas, or modules, to vastly improve the current operation, efficiency, and effectiveness of the program. The five SBIR One modules are:

- Topic Development
- Source Selection and Evaluation
- Reporting
- Commercialization Reporting and Program Management Tools
- General Enhancements

2.0 Performance Objectives

The DOD Office of Small Business Programs (OSBP) is seeking the enhancement of the functionality of topic development, source selection, SBIR and commercial reporting, and better interaction with industry. The end product will be more automated and compatible with

Stakeholder processes. The enhancements will meet evolving requirements while leveraging best practices in software development which may include, but are not limited to: open source code, human-centered design, and with an extensible infrastructure and robust communication between the sponsor and the project team.

The final product is expected within 24 months of starting the project. The below capabilities are to be deployed in the final product and are subject to favorable Government regulations which facilitate the features and functionality set forth in the PWS to be operable. Government regulatory requirements or compliance may affect the nature of the implementation and/or deployed features. Inclusion of other major business components will be prioritized accordingly in consultation with OSBP and the DOD Component Stakeholders, with OSBP having the final approval for adjudicating any prioritizations or resource allocations that may arise. Additional requirements may emerge out of user testing. All requirements must fall within the scope of the current vision and scope as described below for each of the SBIR One system modules.

Contractor will establish and maintain a feature backlog based on OSBP's priorities.

Contractor will establish and maintain a sprint product backlog that will be agreed upon and executed based on OSBP priorities.

Prototypes will also be available for end user testing and feedback. OSBP will receive monthly reports regarding project progress, issues, and opportunities.

The SBIR/STTR One System must be usable on all the major browsers (Safari, Microsoft Internet Explorer or Microsoft Edge, Chrome, and Firefox).

All hosting environments will comply with FedRAMP Impact Level 2 Government security requirements.

The Contractor will deliver all mandatory functionality in accordance with the PWS, as approved by OSBP. The following assumptions apply:

1. The Government makes no unforeseen changes that significantly increase the level of effort necessary to deliver in-scope requirements.
2. The chosen environment, AWS GovCloud, can facilitate the technology and the required processes.
3. Security requirements are consistent with FedRamp Impact Level 2.
4. Government regulations remain favorable to the features and functionality set forth in the PWS; otherwise regulatory requirements or compliance could affect the nature of the implementation and/or deployed features.

2.1 Topic Development

The Topic Development module is an integrated and streamlined topic development feature that allows DOD Components and Services to have a centralized hub to author, review, edit,

approve, and release topics. The topic development module will enable the following capabilities:

2.1.1 Internal Topic Authorship

The ability for Components and Services to author topics directly in the SBIR One portal. Components will retain the ability to upload topics and instructions in bulk into the portal, also allowing users to edit the topics uploaded directly in the portal.

2.1.2 Prime Contractor Topic Suggestion Process

The ability for prime contractors to suggest SBIR/STTR topics in the SBIR One portal. Currently, there is no mechanism for Prime Contractors to make SBIR/STTR topic suggestions to various Components. Both the Prime Contractors and DOD Components can leverage this new feature to facilitate knowledge sharing and collaboration between all parties involved and PEOs, allowing Prime Contractors to align their large DOD program requirements and domain expertise to innovation offered within the SBIR/STTR to address technology gaps within the DOD.

2.1.3 Small Business Topic Suggestion Process

The ability for Small Businesses to suggest SBIR/STTR topics in the SBIR One portal. Currently, there is no mechanism for Small Businesses to make SBIR/STTR topic suggestions to various Components. Both the Small Businesses and DOD Components can leverage this new feature to facilitate knowledge sharing and collaboration between all parties involved, allowing Prime Contractors to align their expertise by addressing technology gaps within the DOD.

2.1.4 PM Topic Review Workflow

The ability to allow Program Managers of each component to review topics that are authored inside the SBIR One portal. SBIR One will also give the PMs the ability to assign Technical Reviewers (TRs) to assist with the evaluation process.

2.1.5 Topic Evaluation Criteria Development

The ability for Components and Services to set customized evaluation criteria for suggested topics. Each Component can formulate its own unique topic evaluation criteria in the SBIR One system to find topics that are best aligned with the Component's needs.

2.1.6 Topic Approval/Review Workflow

The ability for Components and Services to evaluate and approve each topic according to the evaluation criteria set. Each Component can evaluate each submitted topic against the criteria that it had set previously. After the topic has been evaluated, SBIR One's customizable workflow will activate and pass the evaluation information to the necessary Government authorities within the Component for final approval.

2.1.7 Topic Notes and Comments History

The ability to provide traceability for any notes and comments made for each topic. Notes and comments made against each submitted topic will be stored within the SBIR One System, and made available to privileged users within DOD, enabling transparency and knowledge sharing.

2.1.8 Topic Messaging and Email

The ability for topic evaluators to send/receive source selection and other communications regarding a topic within the SBIR One portal. The SBIR One System will capture and archive any correspondence regarding topics and source selection, thus providing documentation and archive for discussions that have occurred.

2.1.9 Topic Evaluation Documents Upload

The ability for topic evaluators to upload any supporting documentation in addition to what has been captured during the topic evaluation process.

2.1.10 External Topic Transfer Waiver

The ability to include waivers inside the SBIR One portal in cases where topics transfer from one Component or Service to another.

2.1.11 Identify Duplicate Topics and Proposals

The ability to identify newly submitted topics which duplicate, in whole or in part, previously submitted proposals and/or approved topics. SBIR One will provide for the exchange of topic and proposal data with the Defense Technical Information Center (DTIC). SBIR One will also be capable of storing and displaying information provided by DTIC such as taxonomy and duplication analysis and results. This identification process will be automated to the fullest extent possible.

2.2 Source Selection and Evaluation

The source selection and evaluation module is an integrated and streamlined feature that allows DOD Components and Services to support the SBIR/STTR program source selection requirements. The source selection and evaluation module will enable the following capabilities:

2.2.1 Proposal Overview Dashboard

The ability for Components and Services to go to a designated dashboard to view proposal related data for an announcement cycle/phase/fiscal year etc. The dashboard will provide straightforward snapshots of proposal status for a given period per Component.

2.2.2 Conflict of Interest/Non-Disclosure Agreement Form

The system will have the ability to require proposal evaluators to complete and sign a Conflict of Interest/Non-Disclosure form prior to starting a proposal evaluation.

2.2.3 Pre-Assigned Workflow

The ability for Components and Services to have a pre-assigned workflow for the proposal approval process. SBIR One will allow users to follow a pre-assigned workflow for approving proposals.

2.2.4 Dynamic-Workflow Assignment

The ability for different Components and Services to customize its proposal approval process according to roles and permissions. PMs will have the ability to assign TRs to review a specific proposal(s).

2.2.5 Proposal Rating System

The ability for proposal evaluators to input weights and ratings for the three proposal criteria: Technical Merit, Past Performance & Key Personnel and Commercialization.

2.2.6 Review Past Proposal Narrative

The ability to provide traceability for any notes and comments made for each proposal. Notes and comments made against each submitted proposals will be stored in the SBIR One System, and made available to privileged users within DOD, enabling knowledge sharing.

2.2.7 Firm Notifications

The SBIR One system will have the ability to automatically send out notifications to firms regarding their proposal status. The notifications will be triggered after certain steps during the proposal evaluation process have been completed, providing traceability and transparency to firms.

2.2.8 Proposal Evaluation Documents Upload

The ability for proposal evaluators to upload any additional documentation to supplement each proposal evaluation. PMs and contracting officers can choose to include/exclude any proposal evaluation supporting documents in the debriefing package.

2.2.9 Source Selection & Debrief

The ability for Components to directly record and distribute select/non-select letters. The ability for Components to generate and conduct debriefings by automatically originating debriefing packages which are then sent out to offerors upon contracting officer approval.

2.2.10 Identify Duplicate Proposals

The ability to identify newly submitted proposals that are potentially duplicates of previously submitted proposals, therefore eliminating duplicative effort and preventing fraud, waste & abuse.

2.2.11 Internal Analysis Process

The ability to record proposal and contract data to include proposal status, selection, award, funding, protest reporting and tracking.

2.2.12 Secure Data

The ability to facilitate efficient, large data/proposal transfers between OSBP and participating Services/Components securely.

2.2.13 Annual Evaluator Training

Components and Services will have the ability to require proposal evaluators to complete annual training in SBIR One. Training will comprise of digital content as well as a quiz/questionnaire. Individual evaluator's ability to access proposals and perform evaluations is contingent upon the completion of the annual training.

2.2.14 General Ability to Upload Contract Related Documents

In addition to uploading proposal related documentation, SBIR One will allow the users to upload other types of documentation such as executed contracts and any contract deliverables.

2.3 Reporting

The reporting module will integrate and implement a DOD-wide reporting architecture. The reporting module will enable the following capabilities:

2.3.1 Direct Data Entry

Universally, users will have the ability to directly enter data into the SBIR One system. This functionality will allow all desired data to be captured within SBIR One, thus eliminating the disproportionately large resource effort that's currently exerted towards manually transporting, converting and syncing data from each Component and Service.

2.3.2 Automate generation of Quarterly and Annual reports with updates in Real Time

With SBIR One, legislative reporting will become as simple as a click of a button. Users will select desired parameters and then view each report inside of the SURS module. SBIR One will also provide users with data visualization tools to aid any analysis that needs to be done on a report. SURS will also allow users to export each report to a designated format (e.g. .pdf, .xml, .csv etc.), so further analysis can be done offline.

- SBIR Annual Report
- STTR Annual Report
- Energy Independence and Security Act Report
- Innovation in Manufacturing Report
- CRP Report
- Budget Calculation Methodology
- Nanotechnology Report
- Solicitation Schedule for Next Year
- SBIR/STTR Programs Quarterly Reports

2.3.3 Build ad-hoc reports with a robust query tool

Since all SBIR/STTR related data is captured within the SBIR One database, users will have the ability to build simple queries and generate ad-hoc reports on any of the SBIR/STTR activities: topics, proposals and awards. The query tool will provide faceted search similar to industry leading search engines (e.g. Amazon.com).

2.3.4 Real-Time Reporting

Ability to update awards data in SBIR One System and/or upload award decisions in bulk. Updates are then reflected in the SBIR One database and reported in real-time, drastically reducing the effort that's currently associated with the reporting requirements for OSBP and Components.

2.3.5 Budgeting/Forecasting Tool

SBIR One will implement a budgeting/forecasting tool that will help each Component track actual award amounts vs projected budgeted amounts down to the Command level, and use that data to forecast SBIR One spending in the upcoming year.

2.4 Commercialization Reporting and Program Management Tools

The Commercialization Reporting System will integrate and expand on the baseline versions of the Company Commercialization Report (CCR) and Program of Record Commercialization Report System (PCRS).

The Commercialization Reporting module will enable the following capabilities:

2.4.1 CCR and PCRS Integration

The two separate databases will be integrated into one reporting system.

2.4.2 Prime Contractor Reporting Dashboard

The ability to self-report SBIR or STTR contracts which are part of DoD programs.

2.4.3 PEO Program Goals Dashboard

The ability for the Component PEOs to set financial goals for each Command within a Service or Component of any Phase III SBIR or STTR contracts.

2.4.4 Export Prime/Contract data

The ability for Components to export prime/contract data in XML, CSV formats. Component stakeholders may then conduct analyses and report on the downloaded data.

2.4.5 Maintain/Edit/Update all DOD/Component Instructions

The ability for Components and Services to maintain/edit/update proposal instructions directly from within the SBIR One portal. This feature will minimize administrative efforts needed to support proposal instruction management.

The Program Management Tools will enable the following capabilities:

2.4.6 Success Story - Display, Search and Submission

Success Stories demonstrate the successful achievement of a Small Business ultimately resulting in the commercialization of their product. Users will have the ability to search a story by leveraging keyword search or guided navigation functionality. The execution of the search will return a list of results related to the user defined search criteria and display a story upon selection. This feature will also allow Small Businesses to submit a Success Story to a specific Component for review and approval allowing them to share their successful experience with a wide audience. Marketing Success Stories will elevate the SBIR/STTR program by providing proof of successful participation for Small Businesses in the program leading to new opportunities.

2.4.7 Outreach Calendar

SBIR One will feature an interactive Outreach Calendar that publishes all upcoming SBIR/STTR outreach events to the SBIR/STTR community. Authorized Component users can manage and publish the calendar without any need for additional development support.

2.4.8 Budgeting/Forecasting Tool

SBIR One will implement a budgeting/forecasting tool that will help each Component track actual award amounts vs projected budgeted amounts down to the Command level, and use that data to forecast SBIR One spending in the upcoming year.

2.5 General Enhancements

SBIR One will include advancements to the Small Business portal that focuses on improving the overall Small Business/Prime Contractor user experience. The general enhancements will enable the following capabilities:

2.5.1 Site Redesign (Help Desk, Resources, Topics & BAA information etc.)

The site redesign effort will incorporate feedback from the help desk, small businesses and web analytics tools. Improvements to the site will include, but are not limited to:

- Streamlined navigation to reduce repeated inquiries around solicitation schedule, how to find topics and program eligibility information etc.
- Improve overall site mobile usability and responsiveness.
- Create a user feedback system to ensure small business feedback is recorded and enhancements are implemented in future iterations.

2.5.2 State of the Art Search Capability

SBIR One will offer users a rich, flexible set of features for search. A major feature that will transform the search experience overall is Faceted Search. Faceting is the arrangement of search results into categories (which are based on indexed terms). Within each category, SBIR One reports on the number of hits for relevant terms. Faceting makes it easy for users to explore search results on sites such as movie sites and product review sites, where there are many categories and many items within a category.

2.5.3 Role-Based System Permissions and Authentication

SBIR One will contain a finite list of functionalities that will be subject to certain security access rules. The access levels and granularity will be managed dynamically by configuring and defining the business roles, groups, and users. The architecture will be flexible enough so the introduction of new user groups, roles and permissions can be easily configured without any development effort. This would include the integration/merging of the workforce and public facing portals.

2.5.4 Small Business Dashboard

Upon login, Small Business users will be navigated to a personalized dashboard with customized widgets to display at-a-glance views of key information relevant to topic suggestion status, proposal status, firm information, CCR reporting etc. Authorized users can also perform administrative tasks such as manage users, manage firm information etc.

2.5.5 Real-Time Proposal Status

SBIR One will allow Small Business users to look up the status (within source selection) of any proposals they've submitted in real-time, thereby providing transparency and eliminates help desk's effort to field questions on proposal status.

2.5.6 Prime Contractor Dashboard

The dashboard will give Prime Contractors the ability to self-report SBIR or STTR contracts which are part of large programs valued at over \$100 million. The topic suggestion feature will be developed under the Topic Development module, but will be deployed under the Small Business Portal.

2.5.7 New Content from .mil Site

The site will require a decision on content that should be hosted on [sbir.defensebusiness.org](http://www.acq.osd.mil/osbp/sbir/) from <http://www.acq.osd.mil/osbp/sbir/>. Thus, outlining the responsibility of content on each site and ensuring all site content is migrated, up to date, and accurate.

2.5.8 Training Capability Expansion

A Fraud, Waste, and Abuse (FWA) Training and Certification module is a new capability/feature being deployed to the SBIR portal. This tool will automate the process to educate, evaluate, and prevent fraud, waste, and abuse and provide a mechanism for components to implement measures to combat FWA instances. The FWA module also allows Small Business users to complete mandatory training requirements prior to submitting a New SBIR Phase I, New STTR Phase I, New Phase II and New Direct to Phase II proposals. Certification is tracked for one year after training is completed and applied to a small businesses profile. This capability will be expanded to allow for additional training opportunities such as topic author training and topic evaluator training.

2.5.9 General SBIR/STTR Training During Phase I and Phase II

General training allows end-users to understand how the new system will streamline and improve their existing business processes and assists government and industry personnel to understand the complexities of Phase I and Phase II activities. Training can be tailored to the Component's specific use of the features, allowing for a successful transition to the new application. On-line training will walk end-users through the processes of performing various tasks in the application. Delivery methods may include using interactive lessons and tutorials, viewing feature specific videos, or referencing detailed user guides.

2.5.10 Mobile Friendly

To enable the overall site to be mobile accessible and responsive. Analytics indicate almost 9% of user traffic from past solicitations was from mobile devices. This percentage is likely to increase as more users are utilizing mobile as their primary device for internet browsing

2.5.11 CAC Enabled

Portal log-in must provide for CAC usage.

3.0 Deliverables

Deliverable	Due Date	Delivery Method
Draft Business Requirements Document	Monthly for first five months of performance	Electronic MS Word, PowerPoint or PDF
Approved Business Requirements Document & Design Deliverables	Six months from beginning PoP	Electronic MS Word, PowerPoint or PDF
Product Backlog	Beginning of each bi-weekly sprint	Electronic MS Word, PowerPoint or PDF
Development Prototypes	End of second sprint, and every sprint thereafter	Accessible on the web via staging server/ development server
Sprint Reports	One business day after each sprint	Electronic MS Word, PowerPoint or PDF
Topic Development Module Deployment	Dec-18	Accessible on the web via staging server/ development server
Source Selection Module Deployment	Jan-19	Accessible on the web via staging server/ development server
Reporting Module Deployment	Jun-19	Accessible on the web via staging server/ development server
Commercialization & PM Tools Deployment	Apr-19	Accessible on the web via staging server/ development server
General Enhancements Deployment	Aug-19	Accessible on the web via staging server/ development server
Transition plan	Seven business days before the conclusion of third-to-last sprint	Electronic MS Word, PowerPoint or PDF
Code Repository of Product - Version controlled	End of project	Version-controlled repository of code that comprises product(s)

The government will comment on Contractor draft deliverables within five working days to ensure final deliverables are received in a timely manner.

Section E - Inspection and Acceptance

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
000101	N/A	N/A	N/A	N/A
000102	N/A	N/A	N/A	N/A
000103	N/A	N/A	N/A	N/A
000104	N/A	N/A	N/A	N/A
0002	Destination	Government	Destination	Government
000201	N/A	N/A	N/A	N/A
000202	N/A	N/A	N/A	N/A
0003	Destination	Government	Destination	Government
000301	N/A	N/A	N/A	N/A
1001	Destination	Government	Destination	Government
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
1002	Destination	Government	Destination	Government
100201	N/A	N/A	N/A	N/A
100202	N/A	N/A	N/A	N/A
1003	Destination	Government	Destination	Government
100301	N/A	N/A	N/A	N/A
1004	Destination	Government	Destination	Government
100401	N/A	N/A	N/A	N/A
2001	Destination	Government	Destination	Government
200101	N/A	N/A	N/A	N/A
200102	N/A	N/A	N/A	N/A
2002	Destination	Government	Destination	Government
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
2003	Destination	Government	Destination	Government
200301	N/A	N/A	N/A	N/A
3001	Destination	Government	Destination	Government
300101	N/A	N/A	N/A	N/A
300102	N/A	N/A	N/A	N/A
3002	Destination	Government	Destination	Government
300201	N/A	N/A	N/A	N/A
3003	Destination	Government	Destination	Government
300301	N/A	N/A	N/A	N/A
4001	Destination	Government	Destination	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	DODAAC / CAGE
0001	POP 02-FEB-2015 TO 01-FEB-2016	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
000101	N/A	N/A	N/A	N/A
000102	N/A	N/A	N/A	N/A
000103	N/A	N/A	N/A	N/A
000104	N/A	N/A	N/A	N/A
0002	POP 14-SEP-2015 TO 13-DEC-2016	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
000201	N/A	N/A	N/A	N/A
000202	N/A	N/A	N/A	N/A
0003	POP 02-FEB-2015 TO 01-FEB-2016	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
000301	N/A	N/A	N/A	N/A

1001	POP 02-FEB-2016 TO 01-FEB-2017	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
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
1002	POP 02-FEB-2016 TO 01-FEB-2017	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
100201	N/A	N/A	N/A	N/A
100202	N/A	N/A	N/A	N/A
1003	POP 30-SEP-2016 TO 15-FEB-2018	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
100301	N/A	N/A	N/A	N/A
1004	POP 29-SEP-2017 TO 28-SEP-2019	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
100401	N/A	N/A	N/A	N/A
2001	POP 02-FEB-2017 TO 01-FEB-2018	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286

200101	N/A	N/A	N/A	N/A
200102	N/A	N/A	N/A	N/A
2002	POP 02-FEB-2017 TO 01-FEB-2018	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
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
2003	POP 23-JUN-2017 TO 31-MAY-2018	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
200301	N/A	N/A	N/A	N/A
3001	POP 02-FEB-2018 TO 01-FEB-2019	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
300101	N/A	N/A	N/A	N/A
300102	N/A	N/A	N/A	N/A
3002	POP 02-FEB-2018 TO 01-FEB-2019	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
300201	N/A	N/A	N/A	N/A

3003	POP 02-FEB-2018 TO 01-FEB-2019	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286
300301	N/A	N/A	N/A	N/A
4001	POP 02-FEB-2019 TO 01-FEB-2020	N/A	DOD OFFICE OF SMALL BUSINESS PROGRAMS KASEY DIAZ 3600 DEFENSE PENTAGON WASHINGTON DC 20301-3600 703-693-6151 FOB: Destination	HQ0286

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97 4 0400.1120 P4502 0403 251A 96KM97 049447 DWAC40942
 AMOUNT: \$1,650,754.95

AB: 97 5 0400.1120 P5502 0403 251A 000000 049447 DWAC50413
 AMOUNT: \$1,756,438.00

AC: 97 5 0400.1120 P5518 0403 251A 000000 049447 DWAC50404
 AMOUNT: \$1,133,427.11

AD: 97 5 0100.1120 00000 2527 251A 96JU97 049447 DSAC50917
 AMOUNT: \$600,000.00

AE: 97 5 0400.1120 P5502 0403 251C 000000 049447 DWAC50635
 AMOUNT: \$4,348,223.00

AF: 97 6 0400.1120 P6518 0403 251A 000000 049447 DWAC60298
 AMOUNT: \$2,090,000.00

AG: 97 5 0400.1120 P5502 0403 251A 000000 049447 DWAC50751
 AMOUNT: \$15,000.00

AH: 97 5 0400.1120 P5502 0403 251C 000000 049447 DWAC50781
 AMOUNT: \$4,880,376.00

AJ: 97 6 0400.1120 P6502 0403 251A 000000 049447 DWAC60710
 AMOUNT: \$5,112.00

AK: 97 6 0400.1120 P6502 0403 251A 000000 049447 DWAC60745
 AMOUNT: \$1,132,668.00

AL: 97 7 0400.1120 P7518 0403 251A 000000 049447 DWAC70318
 AMOUNT: \$2,169,000.00

AM: 97 6 0400.1120 P6502 0403 251A 000000 049447 DWAC60765
 AMOUNT: \$7,335.00

AN: 97 6 0400.1120 P6502 0403 251A 000000 049447 DWAC60766
 AMOUNT: \$1,806,720.00

AP: 97 6 0400.1120 P6502 0403 251A 000000 049447 DWAC60812
 AMOUNT: \$29,500.00

AQ: 97 7 0400.1120 P7502 0403 251A 000000 049447 DWAC70685
 AMOUNT: \$10,390,000.00

AR: ^^097^2017^2018^0400^000^251^D^60605502D8Z^^^1120^00008522^012215^UATL^OSD - DIR,
 SMALL^17_060605502D8Z518_UATL^0400D_1120^251.10 Manageme^^
 AMOUNT: \$2,622,880.37

AS: ^^097^2018^2019^0400^000^251^D^60605790D8Z^^^1120^00008522^012215^UATL^OSD - DIR,
 SMALL^18_060605790D8Z518_UATL^0400D_0605790D8Z^251.10 Manageme^^
 AMOUNT: \$2,300,000.00

ACRN	CLIN/SLIN	CIN	AMOUNT
AA	000101	HQ028643230942000000101	\$1,000,000.00

	000201	4323DWAC40942001000201	\$650,754.95
AB	000102	HQ02865064041300000102	\$1,126,770.00
	1001	5064DWAC504130021001	\$0.00
	100104	5064DWAC50413002100104	\$629,668.00
AC	000103	HQ02865095DWAC50404000000103	\$531,000.00
	000301	HQ02865095DWAC50404000000301	\$2,427.11
	100101	5095DWAC50404000100101	\$600,000.00
AD	000104	HQ02865207DSAC50917000000104	\$600,000.00
AE	000202	5238DWAC50635000000202	\$4,348,223.00
AF	100102	6054DWAC60298000100102	\$2,090,000.00
AG	1002	6126DWAC507510001002	\$0.00
	100202	6126DWAC50751000100202	\$15,000.00
AH	1003	6215DWAC507810001003	\$0.00
	100301	6215DWAC50781000100301	\$4,880,376.00
AJ	100103	7325DWAC60710000100103	\$0.00
	100201	7325DWAC60710000100201	\$5,112.00
AK	200101	7023DWAC60745000200101	\$1,132,668.00
AL	200102	7023DWAC70318001200102	\$2,169,000.00
AM	200201	HQ02867092DWAC60765000200201	\$7,335.00
AN	200301	7162DWAC607660000001	\$1,806,720.00
AP	200202	RVM072720171249200202	\$29,500.00
AQ	100401	RVM092520171306100401	\$10,390,000.00
AR	200203	HQ064285266200203	\$8,000.00
	300101	HQ064285266300101	\$1,075,014.00
	300201	HQ064285266300201	\$24,000.00
	300301	HQ064284851300301	\$1,515,866.37
AS	300102	HQ064284782300102	\$2,300,000.00

CLIN 1004 - PAYMENT SCHEDULE

Estimated Submission Date	Deliverable	Billing Amount
10/30/2017	Draft BRD	\$300,000.00
11/30/2017	Draft BRD	\$300,000.00
12/30/2017	Draft BRD	\$300,000.00
1/30/2018	Draft BRD	\$300,000.00
2/28/2018	Draft BRD	\$300,000.00
3/30/2018	Final/Approved BRD	\$300,000.00
4/30/2018	Sprints 1&2	\$419,162.00
5/30/2018	Sprints 3&4	\$419,162.00
6/30/2018	Sprints 5&6	\$419,162.00
7/30/2018	Sprints 7&8	\$419,162.00
8/30/2018	Sprints 9&10	\$419,162.00
9/30/2018	Sprints 11&12	\$419,162.00
10/30/2018	Sprints 13&14	\$419,162.00
11/30/2018	Sprints 15&16	\$419,162.00
12/30/2018	Sprints 17&18	\$419,162.00
1/1/2019	Deployment Topic Dev	\$125,000.00
1/5/2019	Sprints 19&20	\$419,162.00

1/18/2019	Deployment ULISSES	\$125,000.00
2/1/2019	Sprints 21&22	\$419,162.00
3/1/2019	Sprints 23&24	\$419,162.00
4/1/2019	Sprints 25&26	\$419,162.00
4/5/2019	Deployment- Commercialization/PMT	\$125,000.00
5/1/2019	Sprints 27&28	\$419,162.00
6/1/2019	Sprints 29&30	\$419,162.00
6/17/2019	Deployment SURS	\$125,000.00
7/1/2019	Sprints 31&32	\$419,162.00
7/26/2019	Deployment General Enhancements	\$100,000.00
8/30/2019	Sprints 33&34 and	\$419,162.00
8/30/2019	Transition Plan	\$127,199.32
9/28/2019	Sprints 35&36 and	\$419,162.00
9/28/2019	Code Repository	\$127,197.41

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

252.204-0001 Line Item Specific: Single Funding

SEP 2009

CLAUSES INCORPORATED BY FULL TEXT

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 10 days of contract expiration.

(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 1 day of contract expiration; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 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 5 years.

(End of clause)

52.232-22 LIMITATION OF FUNDS (APR 1984)

(a) The parties estimate that performance of this contract will not cost the Government more than (1) the estimated cost specified in the Schedule or, (2) if this is a cost-sharing contract, the Government's share of the estimated cost specified in the Schedule. The Contractor agrees to use its best efforts to perform the work specified in the Schedule and all obligations under this contract within the estimated cost, which, if this is a cost-sharing contract, includes both the Government's and the Contractor's share of the cost.

(b) The Schedule specifies the amount presently available for payment by the Government and allotted to this contract, the items covered, the Government's share of the cost if this is a cost-sharing contract, and the period of performance it is estimated the allotted amount will cover. The parties contemplate that the Government will allot additional funds incrementally to the contract up to the full estimated cost to the Government specified in the Schedule, exclusive of any fee. The Contractor agrees to perform, or have performed, work on the contract up to the point at which the total amount paid and payable by the Government under the contract approximates but does not exceed the total amount actually allotted by the Government to the contract.

(c) The Contractor shall notify the Contracting Officer in writing whenever it has reason to believe that the costs it expects to incur under this contract in the next 60 days, when added to all costs previously incurred, will exceed 75

percent of (1) the total amount so far allotted to the contract by the Government or, (2) if this is a cost-sharing contract, the amount then allotted to the contract by the Government plus the Contractor's corresponding share. The notice shall state the estimated amount of additional funds required to continue performance for the period specified in the Schedule.

(d) Sixty days before the end of the period specified in the Schedule, the Contractor shall notify the Contracting Officer in writing of the estimated amount of additional funds, if any, required to continue timely performance under the contract or for any further period specified in the Schedule or otherwise agreed upon, and when the funds will be required.

(e) If, after notification, additional funds are not allotted by the end of the period specified in the Schedule or another agreed-upon date, upon the Contractor's written request the Contracting Officer will terminate this contract on that date in accordance with the provisions of the Termination clause of this contract. If the Contractor estimates that the funds available will allow it to continue to discharge its obligations beyond that date, it may specify a later date in its request, and the Contracting Officer may terminate this contract on that later date.

(f) Except as required by other provisions of this contract, specifically citing and stated to be an exception to this clause--

(1) The Government is not obligated to reimburse the Contractor for costs incurred in excess of the total amount allotted by the Government to this contract; and

(2) The Contractor is not obligated to continue performance under this contract (including actions under the Termination clause of this contract) or otherwise incur costs in excess of (i) the amount then allotted to the contract by the Government or, (ii) if this is a cost-sharing contract, the amount then allotted by the Government to the contract plus the Contractor's corresponding share, until the Contracting Officer notifies the Contractor in writing that the amount allotted by the Government has been increased and specifies an increased amount, which shall then constitute the total amount allotted by the Government to this contract.

(g) The estimated cost shall be increased to the extent that (1) the amount allotted by the Government or, (2) if this is a cost-sharing contract, the amount then allotted by the Government to the contract plus the Contractor's corresponding share, exceeds the estimated cost specified in the Schedule. If this is a cost-sharing contract, the increase shall be allocated in accordance with the formula specified in the Schedule.

(h) No notice, communication, or representation in any form other than that specified in subparagraph (f)(2) above, or from any person other than the Contracting Officer, shall affect the amount allotted by the Government to this contract. In the absence of the specified notice, the Government is not obligated to reimburse the Contractor for any costs in excess of the total amount allotted by the Government to this contract, whether incurred during the course of the contract or as a result of termination.

(i) When and to the extent that the amount allotted by the Government to the contract is increased, any costs the Contractor incurs before the increase that are in excess of (1) the amount previously allotted by the Government or, (2) if this is a cost-sharing contract, the amount previously allotted by the Government to the contract plus the Contractor's corresponding share, shall be allowable to the same extent as if incurred afterward, unless the Contracting Officer issues a termination or other notice and directs that the increase is solely to cover termination or other specified expenses.

(j) Change orders shall not be considered an authorization to exceed the amount allotted by the Government specified in the Schedule, unless they contain a statement increasing the amount allotted.

(k) Nothing in this clause shall affect the right of the Government to terminate this contract. If this contract is terminated, the Government and the Contractor shall negotiate an equitable distribution of all property produced or purchased under the contract, based upon the share of costs incurred by each.

(l) If the Government does not allot sufficient funds to allow completion of the work, the Contractor is entitled to a

percentage of the fee specified in the Schedule equalling the percentage of completion of the work contemplated by this contract.

(End of clause)

252.204-7012 SAFEGUARDING COVERED DEFENSE INFORMATION AND CYBER INCIDENT REPORTING (DEC 2015)

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

Adequate security means protective measures that are commensurate with the consequences and probability of loss, misuse, or unauthorized access to, or modification of information.

Compromise means disclosure of information to unauthorized persons, or a violation of the security policy of a system, in which unauthorized intentional or unintentional disclosure, modification, destruction, or loss of an object, or the copying of information to unauthorized media may have occurred.

Contractor attributional/proprietary information means information that identifies the contractor(s), whether directly or indirectly, by the grouping of information that can be traced back to the contractor(s) (e.g., program description, facility locations), personally identifiable information, as well as trade secrets, commercial or financial information, or other commercially sensitive information that is not customarily shared outside of the company.

Contractor information system means an information system belonging to, or operated by or for, the Contractor.

Controlled technical information means technical information with military or space application that is subject to controls on the access, use, reproduction, modification, performance, display, release, disclosure, or dissemination. Controlled technical information would meet the criteria, if disseminated, for distribution statements B through F using the criteria set forth in DoD Instruction 5230.24, Distribution Statements on Technical Documents. The term does not include information that is lawfully publicly available without restrictions.

Covered contractor information system means an information system that is owned, or operated by or for, a contractor and that processes, stores, or transmits covered defense information.

Covered defense information means unclassified information that--

(i) Is--

(A) Provided to the contractor by or on behalf of DoD in connection with the performance of the contract; or

(B) Collected, developed, received, transmitted, used, or stored by or on behalf of the contractor in support of the performance of the contract; and

(ii) Falls in any of the following categories:

(A) Controlled technical information.

(B) Critical information (operations security). Specific facts identified through the Operations Security process about friendly intentions, capabilities, and activities vitally needed by adversaries for them to plan and act effectively so as to guarantee failure or unacceptable consequences for friendly mission accomplishment (part of Operations Security process).

(C) Export control. Unclassified information concerning certain items, commodities, technology, software, or other information whose export could reasonably be expected to adversely affect the United States national security and nonproliferation objectives. To include dual use items; items identified in export administration regulations, international traffic in arms regulations and munitions list; license applications; and sensitive nuclear technology information.

(D) Any other information, marked or otherwise identified in the contract, that requires safeguarding or dissemination controls pursuant to and consistent with law, regulations, and Governmentwide policies (e.g., privacy, proprietary business information).

Cyber incident means actions taken through the use of computer networks that result in a compromise or an actual or potentially adverse effect on an information system and/or the information residing therein.

Forensic analysis means the practice of gathering, retaining, and analyzing computer-related data for investigative purposes in a manner that maintains the integrity of the data.

Malicious software means computer software or firmware intended to perform an unauthorized process that will have adverse impact on the confidentiality, integrity, or availability of an information system. This definition includes a virus, worm, Trojan horse, or other code-based entity that infects a host, as well as spyware and some forms of adware.

Media means physical devices or writing surfaces including, but is not limited to, magnetic tapes, optical disks, magnetic disks, large-scale integration memory chips, and printouts onto which information is recorded, stored, or printed within an information system.

Operationally critical support means supplies or services designated by the Government as critical for airlift, sealift, intermodal transportation services, or logistical support that is essential to the mobilization, deployment, or sustainment of the Armed Forces in a contingency operation.

Rapid(ly) report(ing) means within 72 hours of discovery of any cyber incident.

Technical information means technical data or computer software, as those terms are defined in the clause at DFARS 252.227-7013, Rights in Technical Data-Non Commercial Items, regardless of whether or not the clause is incorporated in this solicitation or contract. Examples of technical information include research and engineering data, engineering drawings, and associated lists, specifications, standards, process sheets, manuals, technical reports, technical orders, catalog-item identifications, data sets, studies and analyses and related information, and computer software executable code and source code.

(b) Adequate security. The Contractor shall provide adequate security for all covered defense information on all covered contractor information systems that support the performance of work under this contract. To provide adequate security, the Contractor shall--

(1) Implement information systems security protections on all covered contractor information systems including, at a minimum--

(i) For covered contractor information systems that are part of an Information Technology (IT) service or system operated on behalf of the Government--

(A) Cloud computing services shall be subject to the security requirements specified in the clause 252.239-7010, Cloud Computing Services, of this contract; and

(B) Any other such IT service or system (i.e., other than cloud computing) shall be subject to the security requirements specified elsewhere in this contract; or

(ii) For covered contractor information systems that are not part of an IT service or system operated on behalf of the Government and therefore are not subject to the security requirement specified at paragraph (b)(1)(i) of this clause--

(A) The security requirements in National Institute of Standards and Technology (NIST) Special Publication (SP) 800-171, "Protecting Controlled Unclassified Information in Nonfederal Information Systems and Organizations," <http://dx.doi.org/10.6028/NIST.SP.800-171> that is in effect at the time the solicitation is issued or as authorized by the Contracting Officer, as soon as practical, but not later than December 31, 2017. The Contractor shall notify the DoD CIO, via email at osd.dibcsia@mail.mil, within 30 days of contract award, of any security requirements specified by NIST SP 800-171 not implemented at the time of contract award; or

(B) Alternative but equally effective security measures used to compensate for the inability to satisfy a particular requirement and achieve equivalent protection accepted in writing by an authorized representative of the DoD CIO; and

(2) Apply other security measures when the Contractor reasonably determines that such measures, in addition to those identified in paragraph (b)(1) of this clause, may be required to provide adequate security in a dynamic environment based on an assessed risk or vulnerability.

(c) Cyber incident reporting requirement.

(1) When the Contractor discovers a cyber incident that affects a covered contractor information system or the covered defense information residing therein, or that affects the contractor's ability to perform the requirements of the contract that are designated as operationally critical support, the Contractor shall--

(i) Conduct a review for evidence of compromise of covered defense information, including, but not limited to, identifying compromised computers, servers, specific data, and user accounts. This review shall also include analyzing covered contractor information system(s) that were part of the cyber incident, as well as other information systems on the Contractor's network(s), that may have been accessed as a result of the incident in order to identify compromised covered defense information, or that affect the Contractor's ability to provide operationally critical support; and

(ii) Rapidly report cyber incidents to DoD at <http://dibnet.dod.mil>.

(2) Cyber incident report. The cyber incident report shall be treated as information created by or for DoD and shall include, at a minimum, the required elements at <http://dibnet.dod.mil>.

(3) Medium assurance certificate requirement. In order to report cyber incidents in accordance with this clause, the Contractor or subcontractor shall have or acquire a DoD-approved medium assurance certificate to report cyber incidents. For information on obtaining a DoD-approved medium assurance certificate, see <http://iase.disa.mil/pki/eca/Pages/index.aspx>.

(d) Malicious software. The Contractor or subcontractors that discover and isolate malicious software in connection with a reported cyber incident shall submit the malicious software in accordance with instructions provided by the Contracting Officer.

(e) Media preservation and protection. When a Contractor discovers a cyber incident has occurred, the Contractor shall preserve and protect images of all known affected information systems identified in paragraph (c)(1)(i) of this clause and all relevant monitoring/packet capture data for at least 90 days from the submission of the cyber incident report to allow DoD to request the media or decline interest.

(f) Access to additional information or equipment necessary for forensic analysis. Upon request by DoD, the Contractor shall provide DoD with access to additional information or equipment that is necessary to conduct a forensic analysis.

(g) Cyber incident damage assessment activities. If DoD elects to conduct a damage assessment, the Contracting Officer will request that the Contractor provide all of the damage assessment information gathered in accordance with paragraph (e) of this clause.

(h) DoD safeguarding and use of contractor attributional/proprietary information. The Government shall protect against the unauthorized use or release of information obtained from the contractor (or derived from information obtained from the contractor) under this clause that includes contractor attributional/proprietary information, including such information submitted in accordance with paragraph (c). To the maximum extent practicable, the Contractor shall identify and mark attributional/proprietary information. In making an authorized release of such information, the Government will implement appropriate procedures to minimize the contractor attributional/proprietary information that is included in such authorized release, seeking to include only that information that is necessary for the authorized purpose(s) for which the information is being released.

(i) Use and release of contractor attributional/proprietary information not created by or for DoD. Information that is obtained from the contractor (or derived from information obtained from the contractor) under this clause that is not created by or for DoD is authorized to be released outside of DoD--

(1) To entities with missions that may be affected by such information;

(2) To entities that may be called upon to assist in the diagnosis, detection, or mitigation of cyber incidents;

(3) To Government entities that conduct counterintelligence or law enforcement investigations;

(4) For national security purposes, including cyber situational awareness and defense purposes (including with Defense Industrial Base (DIB) participants in the program at 32 CFR part 236); or

(5) To a support services contractor ("recipient") that is directly supporting Government activities under a contract that includes the clause at 252.204-7009, Limitations on the Use or Disclosure of Third-Party Contractor Reported Cyber Incident Information.

(j) Use and release of contractor attributional/proprietary information created by or for DoD. Information that is obtained from the contractor (or derived from information obtained from the contractor) under this clause that is created by or for DoD (including the information submitted pursuant to paragraph (c) of this clause) is authorized to be used and released outside of DoD for purposes and activities authorized by paragraph (i) of this clause, and for any other lawful Government purpose or activity, subject to all applicable statutory, regulatory, and policy based restrictions on the Government's use and release of such information.

(k) The Contractor shall conduct activities under this clause in accordance with applicable laws and regulations on the interception, monitoring, access, use, and disclosure of electronic communications and data.

(l) Other safeguarding or reporting requirements. The safeguarding and cyber incident reporting required by this clause in no way abrogates the Contractor's responsibility for other safeguarding or cyber incident reporting pertaining to its unclassified information systems as required by other applicable clauses of this contract, or as a result of other applicable U.S. Government statutory or regulatory requirements.

(m) Subcontracts. The Contractor shall--

(1) Include this clause, including this paragraph (m), in subcontracts, or similar contractual instruments, for operationally critical support, or for which subcontract performance will involve a covered contractor information system, including subcontracts for commercial items, without alteration, except to identify the parties; and

(2) When this clause is included in a subcontract, require subcontractors to rapidly report cyber incidents directly to DoD at <http://dibnet.dod.mil> and the prime Contractor. This includes providing the incident report number, automatically assigned by DoD, to the prime Contractor (or next higher-tier subcontractor) as soon as practicable.

(End of clause)

252.209-7992 REPRESENTATION BY CORPORATIONS REGARDING AN UNPAID DELINQUENT TAX LIABILITY OR A FELONY CONVICTION UNDER ANY FEDERAL LAW—FISCAL YEAR 2015 APPROPRIATIONS (DEVIATION 2015-OO0005) (DEC 2014)

(a) In accordance with sections 744 and 745 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235), none of the funds made available by this or any other Act 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)

252.209-7993 REPRESENTATION BY CORPORATIONS REGARDING AN UNPAID DELINQUENT TAX LIABILITY OR A FELONY CONVICTION UNDER ANY FEDERAL LAW—FISCAL YEAR 2014 APPROPRIATIONS (DEVIATION 2014-OO0009) (FEB 2014)

(a) In accordance with sections 8113 and 8114 of the Department of Defense Appropriations Act, 2014, and sections 414 and 415 of the Military Construction and Veterans Affairs and Related Agencies Appropriations Act, 2014 (Public Law 113-76, Divisions C and J), none of the funds made available by those divisions (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 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)

252.232-7006 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

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this Web site.

(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).

Cost Voucher

(Contracting Officer: Insert applicable document type(s). Note: If a "Combo" document type is identified but not supportable by the Contractor's business systems, an "Invoice" (stand-alone) and "Receiving Report" (stand-alone) document type may be used instead.)

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

Government

(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*

Field Name in WAWF	Data to be entered in WAWF
Pay Official DoDAAC	HQ0347
Issue By DoDAAC	HQ0034
Admin DoDAAC	HQ0034
Inspect By DoDAAC	HQ0286
Ship To Code	_____
Ship From Code	_____
Mark For Code	_____
Service Approver (DoDAAC)	_____
Service Acceptor (DoDAAC)	HQ0286
Accept at Other DoDAAC	_____
LPO DoDAAC	_____
DCAA Auditor DoDAAC	HAA722
Other DoDAAC(s)	_____

(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.

kasey.b.diaz.civ@mail.mil, james.l.colachis.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.

James Colachis

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

(End of clause)

252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (APR 2014)

(a) Contract line item(s) CLIN 2001 is/are incrementally funded. For this/these item(s), the sum of \$3,301,668.00 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 items(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:

On execution of contract \$--

BALANCE WHEN AVAILABLE.

(End of clause)

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.

52.203-19

PROHIBITION ON REQUIRING CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS OR STATEMENTS (JAN 2017)

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

"Internal confidentiality agreement or statement" means a confidentiality agreement or any other written statement that the contractor requires any of its employees or subcontractors to sign regarding nondisclosure of

contractor information, except that it does not include confidentiality agreements arising out of civil litigation or confidentiality agreements that contractor employees or subcontractors sign at the behest of a Federal agency.

“Subcontract” means any contract as defined in subpart 2.1 entered into by a subcontractor to furnish supplies or services for performance of a prime contract or a subcontract. It includes but is not limited to purchase orders, and changes and modifications to purchase orders.

“Subcontractor” means any supplier, distributor, vendor, or firm (including a consultant) that furnishes supplies or services to or for a prime contractor or another subcontractor.

(b) The Contractor shall not require its employees or subcontractors to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or subcontractors from lawfully reporting waste, fraud, or abuse related to the performance of a Government contract to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information (e.g., agency Office of the Inspector General).

(c) The Contractor shall notify current employees and subcontractors that prohibitions and restrictions of any preexisting internal confidentiality agreements or statements covered by this clause, to the extent that such prohibitions and restrictions are inconsistent with the prohibitions of this clause, are no longer in effect.

(d) The prohibition in paragraph (b) of this clause does not contravene requirements applicable to Standard Form 312 (Classified Information Nondisclosure Agreement), Form 4414 (Sensitive Compartmented Information Nondisclosure Agreement), or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

(e) In accordance with section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015, (Pub. L. 113-235), and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions) use of funds appropriated (or otherwise made available) is prohibited, if the Government determines that the Contractor is not in compliance with the provisions of this clause.

(f) The Contractor shall include the substance of this clause, including this paragraph (f), in subcontracts under such contracts.