

**AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT**

1. CONTRACT ID CODE  
U

PAGE OF PAGES  
1 2

2. AMENDMENT/MODIFICATION NO.  
10

3. EFFECTIVE DATE  
11-Jun-2015

4. REQUISITION/PURCHASE REQ. NO.  
1300465273

5. PROJECT NO. (If applicable)  
N/A

6. ISSUED BY CODE

N00014

7. ADMINISTERED BY (If other than Item 6) CODE

S2404A

Office of Naval Research  
875 N. Randolph St  
Arlington VA 22203-1995  
jessie.rehwoldt@navy.mil 703-696-2055

DCMA Manassas  
14501 George Carter Way  
Chantilly VA 20151

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code)

KENTCO Corporation dba ProteQ  
158 Magnolia Road  
Sterling VA 20164

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

[X]

10A. MODIFICATION OF CONTRACT/ORDER NO.

N00178-08-D-5476-EE01

10B. DATED (SEE ITEM 13)

26-Nov-2013

CAGE CODE 074X2

FACILITY CODE

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended,  is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

SEE SECTION G

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(*)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.)SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input checked="" type="checkbox"/>	D. OTHER (Specify type of modification and authority) FAR 52.232-22 Limitation of Funds

E. IMPORTANT: Contractor  is not,  is required to sign this document and return \_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

SEE PAGE 2

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

Joseph D Cloft, Contracting Officer

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY /s/Joseph D Cloft

(Signature of Contracting Officer)

11-Jun-2015

NSN 7540-01-152-8070  
PREVIOUS EDITION UNUSABLE

30-105

**STANDARD FORM 30** (Rev. 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

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## GENERAL INFORMATION

The purpose of this modification is to:

- 1) Incrementally Fund CLIN 7000 in the amount of \$69,714.00
- 2) Update Section G, 1.3 Allotment of Funds to reflect incremental funding applied.

All other terms and conditions of this task order remain unchanged.

A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby increased from \$2,238,465.16 by \$69,714.00 to \$2,308,179.16.

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
700010	RDT&E	0.00	69,714.00	69,714.00

The total value of the order is hereby increased from \$2,549,076.11 by \$0.00 to \$2,549,076.11.

The Period of Performance of the following line items is hereby changed as follows:

CLIN/SLIN	From	To
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## SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
4000	R408	Base Period (12 months) - Services for Organic Mine Countermeasure Future Naval Capabilities (OMCM FNC) and Persistant Littoral Undersea Surveillance (PLUS) Off Shoot Technologies (RDT&E)	7360.0	HR	\$862,177.74	\$59,417.42	\$921,595.16
400001	R408	Funding for CLIN 4000 (RDT&E)					
400002	R408	Funding for CLIN 4000 (RDT&E)					
400003	R408	Funding for CLIN 4000 (RDT&E)					
400004	R408	Funding for CLIN 4000 (RDT&E)					

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
6000	R408	ODC in support of CLIN 4000 (RDT&E)	1.0	LO	\$379,958.00
600001	R408	Funding for CLIN 6000 (RDT&E)			
600002	R408	Funding for CLIN 6000 (RDT&E)			
600003	R408	Funding for CLIN 6000 (RDT&E)			
600004	R408	Funding for CLIN 6000 (RDT&E)			

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7000	R408	Option I Period (12 months) - Services for Organic Mine Countermeasure Future Naval Capabilities (OMCM FNC) and Persistent Littoral Undersea Surveillance (PLUS) Off Shoot Technologies (RDT&E)	7360.0	HR	\$876,337.36	\$60,408.59	\$936,745.95
700001	R408	Funding for CLIN 7000 (RDT&E)					
700002	R408	Funding for CLIN 7000 (RDT&E)					
700003	R408	Funding for CLIN 7000 (RDT&E)					
700004	R408	Funding for CLIN 7000 (RDT&E)					
700005	R408	Funding for CLIN 7000 (RDT&E)					
700006	R408	Funding for CLIN 7000 (RDT&E)					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
700007	R408	Funding for CLIN 7000 (RDT&E)					
700008	R408	Funding for CLIN 7000 (RDT&E)					
700009	R408	Funding for CLIN 7000 (RDT&E)					
700010	R408	Funding for CLIN 7000 (RDT&E)					
7100	R425	Option II Period (12 months) - Services for Organic Mine Countermeasure Future Naval Capabilities (OMCM FNC) and Persistent Littoral Undersea Surveillance (PLUS) Off Shoot Technologies (RDT&E)  Option	7360.0	HR	\$890,758.73	\$61,418.09	\$952,176.82
7200	R425	Option III Period (12 months) - Services for Organic Mine Countermeasure Future Naval Capabilities (OMCM FNC) and Persistent Littoral Undersea Surveillance (PLUS) Off Shoot Technologies (RDT&E)  Option	7360.0	HR	\$905,542.89	\$62,452.98	\$967,995.87
7300	R425	Option IV Period (12 months) - Services for Organic Mine Countermeasure Future Naval Capabilities (OMCM FNC) and Persistent Littoral Undersea Surveillance (PLUS) Off Shoot Technologies (RDT&E)  Option	7360.0	HR	\$920,595.93	\$63,506.69	\$984,102.62

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9000	R408	ODC in support of CLIN 7000 (RDT&E)	1.0	LO	\$310,777.00
900001	R408	Funding for CLIN 9000 (RDT&E)			
900002	R408	Funding for CLIN 9000 (RDT&E)			
900003	R408	Funding for CLIN 9000 (RDT&E)			
900004	R408	Funding for CLIN 9000 (RDT&E)			
9100	R425	ODC in support of CLIN 7100 (RDT&E)  Option	1.0	LO	\$75,000.00
9200	R425	ODC in support of CLIN 7200 (RDT&E)  Option	1.0	LO	\$75,000.00
9300	R425	ODC in support of CLIN 7300 (RDT&E)  Option	1.0	LO	\$75,000.00

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## **SECTION C DESCRIPTIONS AND SPECIFICATIONS**

### **1.0 BACKGROUND**

The Office of Naval Research is an Echelon I headquarters organization within the Office of the Secretary of the Navy. As the Department of the Navy's Science and Technology (S&T) provider, ONR provides technology solutions for Navy and Marine Corps needs. ONR's mission -- defined by law -- is to plan, foster, and encourage scientific research in recognition of its paramount importance as related to the maintenance of future naval power, and the preservation of national security. Further, ONR manages the Navy's basic, applied, and advanced research to foster transition from science and technology to higher levels of research, development, test and evaluation.

The Ocean Battlespace Sensing Department (Code 32) explores science and technology in the areas of oceanographic and meteorological observations, modeling and prediction in the battlespace environment; submarine detection and classification (anti-submarine warfare); and mine warfare applications for detecting and neutralizing mines in both the ocean and littoral environment. The Department also underwrites oceanographic, space-based remote-sensing and environmentally related science and technology efforts within the Department of the Navy.

The Department is composed of two divisions, Ocean Sensing and Systems Applications Division (Code 321) and Ocean, Atmosphere and Space Research Division (Code 322) which seek to cultivate innovative science and technology within the Ocean Battlespace Sensing Department area of responsibility. One of Code 32's responsibilities is to support the Organic Mine Countermeasure Future Naval Capabilities (OMCM FNC) and Persistent Littoral Undersea Surveillance (PLUS) Off Shoot Technologies explained below.

### **2.0 STATEMENT OF WORK**

The Contractor shall provide qualified personnel to perform all aspects of the statement of work. The tasks below are principally associated with the Office of Naval Research Code 32 requirement to demonstrate innovative and emerging prototype systems in an operational environment to evaluate their technical and operational capabilities and contributions to Fleet operations. Technical capabilities are evaluated during highly specific engineering demonstrations while the operational capabilities are evaluated during larger scale system integration demonstrations in concert with other emerging and operational fleet systems. The OMCM FNC program is expected to conduct two in-water events and one one-week and one two-week in water event. The Speed to Fleet Physical Oceanography and follow on programs from the PLUS program are expected to conduct up to three one-week to ten day engineering trials and one to two-week system integration demonstrations. Key personnel will be required to perform a mix of the tasks during contract performance. Performance of tasks shall conform, at a minimum, to the performance standards and acceptable quality levels identified in Attachment 2 (Quality Assurance Surveillance Plan).

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## **2.1 Scope of Program Support**

The Contractor shall provide a Field Operations Team (FOT) to coordinate the planning and execution of these field events. The FOT consists of one Field Operations/Demonstration Manager, one Test Director, and two Field Operations Analysts. In addition, the Field Operations Team is responsible for the planning, coordination, execution, and assessment of all field operations and supporting logistics involving OMCM FNC and PLUS Off Shoot Technologies (that include Speed to Fleet and others) during at-sea engineering and system integration demonstrations. Technical and operational expertise provided under this task order may support any area under the cognizance of ONR Code 32.

## **2.2 Technical Tasks/Requirements**

The Contractor's support shall include, but not be limited to, the tasks listed below.

### **2.2.1 Task 1 – Demonstration Planning**

The Contractor shall:

- Assist the Program Office in identifying event objectives.
- Schedule and conduct planning conferences involving Principal Investigators and support personnel.
- Coordinate logistical support for each event to include, but not limited to, range and platform support, shipping and staging, mobilization and demobilization planning.
- Develop an Event CONOPS and Master Event Schedule that supports Program Objectives.

### **2.2.2 Task 2 – Demonstration Execution**

The Contractor shall:

- Supervise the execution of the Master Event Schedule and supporting plans.
- Continue close coordination with participating technologies, support personnel, and the operating forces if appropriate.
- Arrange, support, and monitor the ongoing logistic efforts, as needed, or coordinate with groups that take on the logistics function (For certain Fleet events, qualified logistics groups must be used as dictated by base operations. In these cases, the role is one of coordination).

### **2.2.3 Task 3 – Demonstration Logistics Management**

The Contractor shall:

- Review the Data Collection and Analysis (DC&A) Plans for accuracy, ensuring that the Measures of Performance (MOP's) / Measure of Effectiveness (MOE's) reflect the published capabilities of the technologies and are attainable within the Operational Plan
- Assist the DC&A effort by providing the performance data of the technologies

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- Review the final report for accuracy and completeness
- Recommend technologies with clear military utility for evolutionary acquisition
- Coordinate the required training with the participating technologies
- Coordinate operational and installation support for the integration of the technology demonstration into an operational fleet exercise
- Identify participating technology's exercise support requirements
- Coordinate vessel (UNOLS, etc.) and small craft support
- Identify manpower augmentation requirements
- Coordinate with station/base commands to satisfy installation support requirements, such as: office space, maintenance and Material Handling Equipment (MHE)/vehicle support, telephone and data connectivity, training ranges and air space, etc.
- Prepare and coordinate publication of notice to airmen and notice to mariners
- Coordinate with Operational forces to satisfy participating technology support requirements, such as: embarkation (shipping, operational spaces and billeting), small boat, MHE, etc.
- Coordinate and support shipping (including HAZMAT certified shipping), staging, and security of materials.

#### 2.2.4 Task 4 – Meetings.

The Contractor shall:

- Schedule and conduct planning conferences involving Principal Investigators and support personnel
- Develop and distribute meeting announcements and agenda
- Develop attendee lists; coordinate visit requests as required
- Ensure facilities are properly equipped and configured
- Publish and distribute final attendee roster
- Develop and distribute meeting report and action items
- Track completion of action items
- Be able to support meetings at the SECRET level

#### MEETING SCHEDULE (ESTIMATES ONLY)

Meeting	Estimate Per Year	Estimated No. of Participants per Meeting	Estimated Duration per Meeting	Location
Planning Conferences	4	20	3 days	Contractor's Facility (co-located with FOT's offices) anywhere within USA

##### 2.2.4.1 Facility

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The Contractor shall provide one meeting space at the Contractor's facility (co-located with the FOT's offices) anywhere within the USA capable of accommodating at least 20 people at no additional cost to the Government. In addition, the meeting space shall be equipped with a projector to display PowerPoint presentations. Also, the space shall be available year-round to accommodate all meetings. The contractor will have sufficient advance notice, as they develop the schedule with concurrence by the COR. The meeting space shall have the clearance prescribed in Section G, Paragraph 3.3 "Security Requirements" prior to contract award. The Contractor must fill out Attachment 9, Corporate Facilities Information, to summarize the corporate facility available.

### **2.2.5 Task 5 – Support Program Processes**

The Contractor shall ensure timely updates and prepare submissions for various reviews to include annual Future Naval Capability (FNC) Transition Assessment Reviews (TARS), Discovery and Invention (D&I) Reviews, Transition Review Boards (TRB), Annual Technology Transition Agreements (TTAs), S&T Gap Roundtables, and other FNC reviews as called upon by the Pillar IPTs.

## **3.0 DELIVERABLES**

The Contractor shall be responsible for the compilation and preparation of reports listed below. Documents shall be provided to the COR by electronic submission in Word or Adobe .pdf, either by email or disk.

### **3.1 Quarterly Progress, Management, Financial, and ODC Budget Report**

The Contractor shall submit a Quarterly Progress, Management, Financial, and ODC Budget report that provides the actual labor hours and rates charged against each individual on the contract, the actual other direct costs (ODCs) charged, a discussion of specific work items accomplished during the prior month, a forecast of work products for the coming month, actual expenditures versus planned expenditures and actual hours versus planned hours, and a recommended budget for anticipated ODCs for review and approval by the COR. The first report is due on the 15th of the first month of the quarter (based on the Government fiscal year) following the commencement of performance. Subsequent reports are due by the 15th of every third month thereafter. In addition, the Contractor shall incorporate COR recommendations in developing the format of this report.

### **3.2 Technology Demonstration/Experimentation Summaries**

The Contractor shall submit technology demonstration/experimentation summaries based upon the format provided by the COR. Typically, the format will resemble the "AUV Fest 2007 Summary". Formatting examples will be made available by the COR to the task order awardee.



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### **3.3 Logistics Support Documentation**

The Contractor shall submit logistics support documentation as required by the COR.

## **4.0 PERSONNEL REQUIREMENTS**

The Contractor shall provide qualified personnel to manage and execute all aspects of the statement of work. All personnel shall be thoroughly familiar and proficient in maritime operations, deck safety, navigation (including the use of navigation software), Naval Fleet operations, Undersea Warfare science and technology initiatives, and UUV technology. Additionally, all personnel must be proficient in the use of commercial software packages such as Microsoft Word, Project, Excel, and PowerPoint. Personnel shall have experience demonstrating strong interpersonal, organizational, communication, and analytical skills and the ability to generate official documents and correspondence that require little or no editing. Proposed staff shall have experience and the ability to communicate orally and in writing in technical areas they support (e.g., science, engineering). In addition, all personnel shall have the clearances prescribed in Section G, Paragraph 3.3 "Security Requirements" prior to contract award or be able to demonstrate their ability to obtain the clearance. Finally, personnel shall meet the following minimum requirements associated with their specific labor category listed below.

### **4.1 Field Operations/Demonstration Manager**

The candidate shall:

- Possess a technical or managerial graduate degree from an accredited university.
- Possess at least ten (10) years operational DoD experience.
- Possess at least ten (10) years of experience managing DoD programs, field testing and evaluation, and data analysis.
- Possess the ability to develop and execute complex technical tasks, to apply analytical problem solving methodologies, to provide technical direction to support staff, to interface with Government and prime contractor personnel, and to effectively allocate resources.
- Have experience in translating operational requirements into system technology solutions and assessment of current investments for applicability.
- Possess demonstrated experience in the integration, demonstration and transition of S&T programs.
- Possess extensive experience-based S&T knowledge with ability to report at short notice on relevant program technologies and their novel capabilities suitable for executive audiences.
- Have experience in coordinating across Navy and Marine Corps warfare areas.

### **4.2 Test Director**

The candidate shall:

- Possess a bachelor's degree from an accredited university.
- Possess at least five (5) years of experience with DoD research and development programs,

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field testing and evaluation, and data analysis.

- Have familiarity with FNCs and awareness of Innovative Naval Capabilities.
- Possess extensive experience-based S&T knowledge with ability to report at short notice on relevant program technologies and their novel capabilities suitable for executive audiences.
- Be able to communicate effectively orally and in writing.
- Have experience in translating operational requirements into system technology solutions and assessment of current investments for applicability.
- Possess demonstrated experience in the integration, demonstration and transition of S&T programs.
- Have experience in coordinating across Navy and Marine Corps warfare areas.

### **4.3 Operations Support Specialist**

The candidates shall:

- Possess a bachelor's degree from an accredited college or university.
- Possess at least five (5) years of experience with DoD research and development programs, field testing and evaluation, and data analysis.
- Have familiarity with FNCs and awareness of Innovative Naval Capabilities.
- Be able to communicate effectively orally and in writing.
- Have experience in translating operational requirements into system technology solutions and assessment of current investments for applicability.
- Possess demonstrated experience in the integration, demonstration and transition of S&T programs.
- Have experience in coordinating across Navy and Marine Corps warfare areas.
- Have certifications or experience that allows the performance and/or supervision of the following:
  - CONUS/OCONUS shipping including HAZMAT shipping
  - Staging (including forklift, flatbed, crane operations, electrical technicians, etc.)
  - Interactions/implementation of operational security and program security plans for staff and equipment during field operations/events

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## **SECTION D PACKAGING AND MARKING**

Packaging and marking shall be in accordance with Section D of the IDIQ contract.

### **MARKING OF REPORTS (NAVSEA) (SEP 1990)**

All reports delivered by the Contractor to the Government under this contract shall prominently show on the cover of the report:

- (1) name and business address of the Contractor
- (2) contract number
- (3) task order number
- (4) whether the contract was competitively or non-competitively awarded
- (5) sponsor:

Robert Headrick  
Office of Naval Research, Code 322  
875 North Randolph Street  
Arlington, VA 22203

All Deliverables shall be packaged and marked IAW Best Commercial Practice

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## **SECTION E INSPECTION AND ACCEPTANCE**

Inspection and Acceptance of deliveries under this Task Order will be accomplished by the Contracting Officer's Representative listed in Section G, who shall have thirty (30) days after contractual delivery for acceptance.

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## SECTION F DELIVERABLES OR PERFORMANCE

The periods of performance for the following Items are as follows:

4000	11/26/2013 - 11/25/2014
6000	11/26/2013 - 11/25/2014
7000	11/26/2014 - 11/25/2015
9000	11/26/2014 - 11/25/2015

### CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following Items are as follows:

4000	11/26/2013 - 11/25/2014
6000	11/26/2013 - 11/25/2014
7000	11/26/2014 - 11/25/2015
9000	11/26/2014 - 11/25/2015

The periods of performance for the following Option Items are as follows:

7100	11/26/2015 - 11/25/2016
7200	11/26/2016 - 11/25/2017
7300	11/26/2017 - 11/25/2018
9100	11/26/2015 - 11/25/2016
9200	11/26/2016 - 11/25/2017
9300	11/26/2017 - 11/25/2018

Distribution, consignment and marking instructions for all reports listed in Section C, Statement of Work, shall be FOB Destination to the cognizant Contracting Officer's Representative listed in Section G.

Place of Performance: Work will be performed at the Contractor's place of business in any of the SEAPORT-E Zones 1 through 7.

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## SECTION G CONTRACT ADMINISTRATION DATA

### 1.0 PAYMENT AND INVOICE INSTRUCTIONS (COST REIMBURSEMENT)

#### 1.1 DFARS 252.232-7006 Wide Area WorkFlow Payment Instructions.

As prescribed in [232.7004](#)(b), use the following clause:

#### WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (JUN 2012)

(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 Central Contractor Registration 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

*Note: If a “Combo” document type is identified but not supportable by the Contractor’s business*

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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.

Destination/Destination

(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\*

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	<u>HQ0338</u>
Issue By DoDAAC	<u>N00014</u>
Admin DoDAAC	<u>S2404A</u>
Inspect By DoDAAC	
Ship To Code	
Ship From Code	
Mark For Code	
Service Approver (DoDAAC)	<u>S2404A</u>
Service Acceptor (DoDAAC)	
Accept at Other DoDAAC	
LPO DoDAAC	
DCAA Auditor DoDAAC	<u>HAA721</u>
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 e-mail address identified below in the “Send Additional Email Notifications” field of WAWF once a document is submitted in the system.

Not applicable

(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.

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For clarification regarding invoicing contact: Navy WAWF Help Line: 1-877-251-WAWF (9293)

For Payment Issues Only contact: [ONR\\_21@navy.mil](mailto:ONR_21@navy.mil).

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

(End of clause)

## **1.2 Payment of Allowable Costs and Fixed Fee**

As consideration for the proper performance of the work and services required under this contract, the Contractor shall be paid as follows

(a) Costs, as provided for under the contract clause entitled "Allowable Cost and Payment," shall not exceed the amount set forth as "Estimated Cost" in Section B, and is subject to the contract clause entitled "Limitation of Cost" or "Limitation of Funds" whichever is applicable.

(b) A fixed fee, in the amount set forth as 'Fixed Fee' in Section B, in accordance with the contract clause FAR 52.216-8 "Fixed Fee", shall be paid upon completion of the work and services required under this contract and upon final acceptance by the Contracting Officer. However, the Contractor, may bill on each voucher the amount of the fee bearing the same percentage to the total fixed fee as the amount of cost billed bears to the total estimated cost not to exceed the amount set forth as "Fixed Fee" in Section B. The total fixed fee billed, shall not exceed the total fixed fee specified in Section B and is subject to the contract clause entitled "Limitation of Cost" or "Limitation of Funds" whichever applies.

(c) In accordance with FAR 52.216-8, "Fixed Fee", the Administrative Contracting Officer (ACO), in order to protect the Government's interest, shall withhold 10% of the fixed fee amount set forth in Section B or until a reserve is set aside in the amount of \$100,000.00, whichever is less. The fixed fee withhold should be applied to each voucher. The ACO shall release the withhold in accordance with the provisions of FAR 52.216-8.

## **1.3 Allotment of Funds**

(a) It is hereby understood and agreed that this contract will not exceed a total amount of \$2,313,299.11, including an estimated cost of \$2,193,473.10 and a fixed fee of \$119,826.01.

(b) CLIN 4000 will not exceed a total amount of \$921,595.16. The total amount presently available for payment and allotted to CLIN 4000 of this task order is \$850,565.16, including a total cost of \$795,727.22 and a fixed fee of \$ 54,837.94. It is estimated that the amount allotted of \$850,565.16 will cover the period of performance from 26 NOV 2013 through 25 NOV 2014.

(c) CLIN 6000 is fully funded.

(d) CLIN 7000 will not exceed a total amount of \$936,745.95, including a total cost of \$876,337.36 and a fixed fee of \$60,408.59. **The total amount presently available for payment and allotted to CLIN 7000 of this task order is \$877,656.00, including a total cost of \$821,058.17 and a fixed fee of \$56,597.83. It is estimated that the amount allotted of \$877,656.00 will cover the period from 26 NOV 2014 through 26 OCT 2015.**

(e) CLIN 9000 will not exceed a total amount of \$310,777, including a total cost of \$310,777 and a



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fixed fee of \$0.00. The total amount presently available for payment and allotted to CLIN 9000 of this task order is \$200,000, including a total cost of \$200,000 and a fixed fee of \$0.00. It is estimated that the amount allotted of \$200,000 will cover the period from 26 NOV 2014 through 1 July 2015.

## 2.0 Payment Instructions for Multiple Accounting Classification Citations

These instructions are provided for the Contract Payment Office (DFAS Columbus) only, and are not contractor instructions.

DFARS PGI Reference	Indicate applicable CLIN(s) or SLIN(s).	Instruction for Use
252.204-0004 Line Item Specific: by Fiscal Year (SEP 2009)	All CLINS	If there is more than one ACRN within a contract line item, [(i.e. informational sub-line items contain separate ACRNs), and the contracting officer intends the funds to be liquidated using the oldest funds first

## 3.0 ORDER DETAILS

### 3.1 Other Direct Costs (ODCs)

ODCs (including supplies, travel, etc.) will be reimbursed at cost plus G&A without profit or fee. Purchases of items (other than consumable materials or supplies) exceeding \$2,500 and all travel must be approved in advance by the Contracting Officer's Representative (COR). Any travel with an airfare cost exceeding \$2,500 must be approved in advance by the Procuring Contracting Office. The purchase of any computer or magnetic media (i.e. hard drives, flash drives) must be approved by the COR prior to purchase.

At this time, the specific ODC items cannot be identified; however the ODC and Travel cost total cannot exceed the Not-to-Exceed (NTE) amount of \$75,000 per 12-month period of performance. The NTE amount should be proposed and included as part of the cost total (inclusive of G&A, but without profit or fee) in every proposal submitted under this solicitation.

#### 3.1.1 Travel and Per Diem

Travel will be required to support this Statement of Work. In accordance with the contract requirements, direct costs associated with the Contractor's travel should not exceed the applicable rates found in the Joint Travel Regulations (JTR). All travel arrangements under the Contractor's responsibility include: clearance requests, hotel accommodations, travel orders, and visa/passport requirements, unless otherwise stated by the Government sponsor. The contractor shall make every effort to make all travel arrangements at least 21 days in advance.

The Government estimates that travel will be required for up to twelve weeks per year for all

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positions under this requirement. Travel may be CONUS or OCONUS. For OCONUS travel, personnel must take Survival, Evasion, Resistance, and Escape (SERE) training, which is provided free online. The website will be provided to the task order awardee. Transportation Worker Identification Credential (TWIC) cards or Common Access Cards (CACs) will be required for port access. Contractors are expected to obtain TWIC cards or CACs when work commences. The COR will provide further guidance during the period of performance.

### **3.1.2 Conference and Meeting Space**

Throughout the performance of the technical tasks/requirements, use of the contractor's facilities may be required to host SECRET meetings or conferences. The contractor should have access to meeting space at no additional direct cost to the government that can accommodate SECRET level events for, at a minimum, the amount of attendees stated in Section C.

The contractor shall not incur any direct costs for conference or meeting space under this award without the prior written concurrence of the ONR's Conferences, Events & Exhibits Communications Manager or the Director of the Corporate Strategic Communications Office, who will ensure compliance with ONR Instruction 5050.7B. The Contracting Officer Representative (COR) listed in your order will obtain the written concurrence from the individuals above.

### **3.1.3 Printing and High Speed High Volume Duplicating**

The scope of this order does not include printing and high speed high volume duplicating. Defense Logistics Agency shall serve as the manager for printing and high speed high volume duplicating. Requests shall be forwarded to the COR for review one month before the required due date. The COR will then submit approved requests to ONR BD042 two to three weeks before the required due date.

### **3.1.4 Food**

All costs for food, not including the per diem rate for meals and incidental expenses, are unallowable under this order.

## **3.2 Government Furnished Resources (GFR)**

The Government will provide information, material and forms unique to the Government for supporting the task. The Government furnished resources necessary to perform the statement of work should be identified and requested through the designated Contracting Officer's Representative (COR).

## **3.3 Security Requirements**

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a) Clearance Requirements. During the performance of the effort, the Contractor may be required to have access to, and may be required to receive, generate, and store information classified to the level of SECRET. Any Contractor facilities used in support of this contract must be granted SECRET facility clearances and have the capability to store material classified up to and including SECRET. A SECRET facility clearance is required at time of award. For personnel, a minimum of a SECRET clearance is required at time of award or be able to demonstrate their ability to obtain the clearance. A DD Form 254 will be required prior to access or production of any classified information. Additionally, the Contractor is required to safeguard the information labeled as proprietary.

b) Privacy Act. All Contractor personnel assigned to this task will have access to information that may be subject to the Privacy Act of 1974. The Contractor is required to ensure the proper safeguarding of such information to prevent unauthorized release.

c) Nondisclosure Agreement. In the course of its work, each employee of the selected Contractor will be required to execute a Nondisclosure Agreement (NDA) as outlined in Section L of this solicitation.

### **3.4 Organizational Conflict of Interest (OCI)**

#### **3.4.1 Limitations on Providing Support Services**

All Offerors and proposed subcontractors must affirm whether they are conducting Research and Development efforts funded by the Office of Naval Research through an active contract or subcontract. All affirmations must identify ONR's Technical Point of Contact and identify the prime contract numbers. Affirmations shall be furnished at the time of proposal submission. All facts relevant to the existence or potential existence of organizational conflicts of interest (FAR 9.5) must be disclosed. The disclosure shall include a description of the action the offeror has taken or proposes to take to avoid, neutralize, or mitigate such conflict. In accordance with FAR 9.503 and without prior approval, a contractor cannot simultaneously be a SETA and a research and development performer. Proposals that fail to fully disclose potential conflicts of interests or do not have acceptable plans to mitigate identified conflicts will be rejected without technical evaluation and withdrawn from further consideration for award. If a prospective offeror believes that any conflict of interest exists or may exist (whether organizational or otherwise), the offeror should promptly raise the issue with ONR by sending his/her contact information and a summary of the potential conflict by e-mail to the Contracting Office identified in the solicitation before time and effort are expended in preparing a proposal and mitigation plan. If, in the sole opinion of the Contracting Officer after full consideration of the circumstances, any conflict situation cannot be effectively avoided or mitigated, the proposal may be rejected without technical evaluation and withdrawn from further consideration for award. Additional information regarding ONR's guidelines on OCI can be found at <http://www.onr.navy.mil/en/About-ONR/compliance-protections/Organizational-Conflicts-Interest.aspx>.

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### **3.4.2 Safeguarding Information**

The parties acknowledge that, during performance of the contract resulting from this Order solicitation, the Contractor may require access to certain proprietary and confidential information (whether in its original or derived form) submitted to or produced by the Government. Such information includes, but is not limited to, business practices, proposals, designs, mission or operation concepts, sketches, management policies, cost and operating expense, technical data and trade secrets, proposed Navy budgetary information, and acquisition planning or acquisition actions, obtained either directly or indirectly as a result of the effort performed on behalf of ONR. The Contractor shall take appropriate steps not only to safeguard such information, but also to prevent disclosure of such information to any party other than the Government. The Contractor agrees to indoctrinate company personnel who will have access to or custody of the information concerning the nature of the confidential terms under which the Government received such information and shall stress that the information shall not be disclosed to any other party or to Contractor personnel who do not need to know the contents thereof for the performance of the contract. Contractor personnel shall also be informed that they shall not engage in any other action, venture, or employment wherein this information will be used for any purpose by any other party.

### **3.4.3 Organizational Restrictions**

Support contractor's knowledge of competition sensitive information, described in paragraph above, may unfairly affect its competitive position in future ONR research solicitations. The Contractor understands that, during performance of the contract resulting from this Order solicitation and for a period of up to two years after the completion of its performance of the contract, the Contractor, any affiliate of the Contractor, any joint venture involving the Contractor, any entity into or with which the Contractor may merge or affiliate, or any other successor or assignee of the Contractor may not be eligible to participate as a prime Contractor, subcontractor, consultant, joint venture, partner, or other agreements directly impacted by the Office of Naval Research programs.

## **4.0 PROCURING OFFICE REPRESENTATIVES**

In order to expedite administration of this order, the Administrative Contracting Officer should direct inquiries to the appropriate office listed below. Please do not direct routine inquiries to the person listed in Block 21 of the signature page of this order.

Contract Negotiator – Jessie Rehwoldt, ONR 252, (703) 696-2055, DSN 426-2055, E-Mail Address: [jessie.rehwoldt@navy.mil](mailto:jessie.rehwoldt@navy.mil)

Inspection and Acceptance – Designated Contracting Officer's Representative (COR), Robert Headrick, ONR 322, (703) 696-4135, DSN 426-4135, E-Mail Address: [bob.headrick@navy.mil](mailto:bob.headrick@navy.mil)

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Security Matters – Ms. Diana Pacheco, ONR 43, (703) 696-8177, DSN 426-8177, E-Mail Address: [diana.pacheco@navy.mil](mailto:diana.pacheco@navy.mil)

Task Order Ombudsman (as per FAR 16.505(b)(5)) – Ms. Melanie Alston, ONR 02, (703) 588-2362, DSN 426-2362, Email Address: [melanie.alston1@navy.mil](mailto:melanie.alston1@navy.mil)

**5.0 ONR 55252.242-9720 CONTRACTING OFFICER'S REPRESENTATIVE (COR) (SEP 1996)**

The COR for this contract is: Robert Headrick

Code: 322

Mailing Address: Office of Naval Research, 875 North Randolph Street, Arlington, VA 22203-1995

The Alternate COR for this contract is: N/A

Code: N/A

Mailing Address: N/A

The COR will act as the Contracting Officer's representative for technical matters, providing technical direction and discussion as necessary with respect to the specification or statement of work, and monitoring the progress and quality of contractor performance. The COR is not an Administrative Contracting Officer and does not have authority to take any action, either directly or indirectly, to change the pricing, quantity, quality, place of performance, delivery schedule, or any other terms and conditions of the contract (or delivery order), or to direct the accomplishment of effort which goes beyond the scope of the statement of work in the contract (or delivery order). When, in the opinion of the contractor, the COR requests effort outside the existing scope of the contract (or delivery order), the contractor shall promptly notify the contracting officer (ordering officer) in writing. No action shall be taken by the contractor until the contracting officer (or ordering officer) has issued a modification to the contract (or delivery order) or has otherwise resolved the issue. In the absence of the COR named above (due to reasons such as leave, illness, official travel), all responsibilities and functions assigned to the COR shall be the responsibility of the alternate COR acting on behalf of the COR.

**6.0 CONTRACT TYPE**

This is a cost-plus-fixed-fee term task order.

**7.0 NAVSEA 5252.216-9122 LEVEL OF EFFORT (DEC 2000)**

(a) The Contractor agrees to provide the level of effort specified below in performance of the work described in the PWS of this order. The level of effort for the performance of this task order shall be man-hours of direct labor, including subcontractor direct labor for those subcontractors

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specifically identified in the Contractor's proposal as having hours included in the proposed level of effort.

Labor Category	Full-Time Equivalents
Field Operations/Demonstration Manager	1
Test Director	1
Operations Support Specialist	2
<b>Total</b>	<b>4</b>

Labor Category	Hours Per Year
Field Operations/Demonstration Manager	1840
Test Director	1840
Operations Support Specialist	3680
<b>Total</b>	<b>7,360</b>

Periods	Hours Per Period
CLIN 4000 – Base Period	7360
CLIN 7000 – Option I Period	7360
CLIN 7100 – Option II Period	7360
CLIN 7200 – Option III Period	7360
CLIN 7300 – Option IV Period	7360
<b>Total</b>	<b>36,800</b>

(b) Listed above are both compensated and uncompensated man-hours associated with this order. Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. Total Time Accounting (TTA) effort is included in this definition. All other effort is defined as compensated effort. If no effort is indicated in the above table, uncompensated/ TTA effort performed by the Contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

(c) Effort performed in fulfilling the total level of effort obligations specified above shall only include effort performed in direct support of this contract and shall not include time and effort expended on such things as (local travel to and from an employee's usual work location), uncompensated effort while on travel status, truncated lunch periods, work (actual or inferred) at an employee's residence or other non-work locations (except as provided in paragraph (j) below), or other time and effort which does not have a specific and direct contribution to the tasks described in Sections B and C.

(d) The level of effort for this contract shall be expended at an average rate of approximately 141.5 hours per week. It is understood and agreed that the rate of man-hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total man-hours of effort prior to the expiration of the term hereof, except as provided in the following paragraph.

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(e) If, during the term hereof, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total man hours of effort specified above would be used prior to the expiration of the term, the Contractor shall notify the Contracting Officer in writing setting forth the acceleration required, the probable benefits which would result, and an offer to undertake the acceleration at no increase in the estimated cost or fee together with an offer, setting forth a proposed level of effort, cost breakdown, and proposed fee, for continuation of the work until expiration of the term hereof. The offer shall provide that the work proposed will be subject to the terms and conditions of this contract and any additions or changes required by then current law, regulations, or directives, and that the offer, with a written notice of acceptance by the Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Contracting Officer. Any agreement to accelerate will be formalized by contract modification.

(f) The Contracting Officer may, by written order, direct the Contractor to accelerate the expenditure of direct labor such that the total man hours of effort specified in paragraph (a) above would be used prior to the expiration of the term. This order shall specify the acceleration required and the resulting revised term. The Contractor shall acknowledge this order within five days of receipt.

(g) If the total level of effort specified in paragraph (a) above is not provided by the Contractor during the period of this contract, the Contracting Officer, at its sole discretion, shall either (i) reduce the fee of this contract as follows:

$$\text{Fee Reduction} = \text{Fee} \times \frac{(\text{Required LOE} - \text{Expended LOE})}{\text{Required LOE}}$$

-----  
Required LOE

or (ii) subject to the provisions of the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable, require the Contractor to continue to perform the work until the total number of man hours of direct labor specified in paragraph (a) above shall have been expended, at no increase in the fee of this contract.

(h) The Contractor shall provide and maintain an accounting system, acceptable to the Administrative Contracting Officer and the Defense Contract Audit Agency (DCAA), which collects costs incurred and effort (compensated and uncompensated, if any) provided in fulfillment of the level of effort obligations of this contract. The Contractor shall indicate on each invoice the total level of effort claimed during the period covered by the invoice, separately identifying compensated effort and uncompensated effort, if any.

(i) Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Contracting Officer with copies to the cognizant Contract Administration Office and to the

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DCAA office to which vouchers are submitted: (1) the total number of man hours of direct labor expended during the applicable period; (2) a breakdown of this total showing the number of man hours expended in each direct labor classification and associated direct and indirect costs; (3) a breakdown of other costs incurred; and (4) the Contractor's estimate of the total allowable cost incurred under the contract for the period. Within 45 days after completion of the work under the contract, the Contractor shall submit, in addition, in the case of a cost underrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds and, in the case of an underrun in hours specified as the total level of effort; and (6) a calculation of the appropriate fee reduction in accordance with this clause. All submissions shall include subcontractor information.

(j) Unless the Contracting Officer determines that alternative worksite arrangements are detrimental to contract performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative worksite plan. The primary worksite is the traditional "main office" worksite. An alternative worksite means an employee's residence or a telecommuting center. A telecommuting center is a geographically convenient office setting as an alternative to an employee's main office. The Government reserves the right to review the Contractor's alternative worksite plan. In the event performance becomes unacceptable, the Contractor will be prohibited from counting the hours performed at the alternative worksite in fulfilling the total level of effort obligations of the contract. Regardless of the work location, all contract terms and conditions, including security requirements and labor laws, remain in effect. The Government shall not incur any additional cost nor provide additional equipment for contract performance as a result of the Contractor's election to implement an alternative worksite plan.

(k) Notwithstanding any of the provisions in the above paragraphs, the Contractor may furnish man hours up to five percent in excess of the total man hours specified in paragraph (a) above, provided that the additional effort is furnished within the term hereof, and provided further that no increase in the estimated cost or fee is required.

**8.0 SSP 5252.216-9775 INCREASE IN LEVEL OF EFFORT (COST-REIMBURSEMENT) (MAR 1992)**

(a) In addition to any other option rights that may be provided to the Government by this contract, the Government shall have the right, within any given contract period established in Section F of this task order, to increase the level of effort by up to thirty percent (30%) of the total level of effort for that period at the same labor mix as proposed in the task order for that period. The Contractor agrees to accept such increase in the level of effort at an increase in the estimated cost and an increase in the fixed fee which are calculated as follows:

$$IEC = (ILOE/LOE) \times EC$$

$$IFF = (ILOE/LOE) \times FF$$

IEC = The increase in the estimated cost.



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ILOE = The increase in the level of effort.

LOE = The level of effort contracted for the contract year in which the level of effort is increased.

EC = The estimated cost contracted for in the contract year in which the level of effort is increased.

IFF = The increase in the fixed fee.

FF = The fixed fee contracted for in the contract year in which the level of effort is increased.

This option may be exercised at any time or times prior to the end of the affected period provided however, that the exercise of such option must give the Contractor sufficient time to provide all of the man-hours for that period, including the increase, by the end of the affected period.

(b) Any exercise by the Government of its option rights under this clause shall be affected by written notice from the Contracting Officer.

(c) The exercise of the option shall be formally reflected by a modification to this task order increasing the estimated cost and fixed fee and adjusting the Level of Effort provision for the affected contract period.

## **9.0 PERSONNEL QUALIFICATIONS**

The Contractor shall provide qualified personnel to manage and execute all aspects of the statement of work. All personnel performing under the contract must meet or exceed the personnel qualifications of those personnel proposed at the time of proposal submission. The Government shall have a minimum of seven (7) calendar days to review the qualifications of substitute/replacement personnel prior to reporting to work. The Contractor shall be prepared to provide other personnel immediately (within 24 hours) should any of the substitute/replacement personnel be considered unqualified.

## **10.0 ONR 5252.237-9705 KEY PERSONNEL (DEC 88)**

(a) The Contractor agrees to assign to the contract tasks those persons whose resumes were submitted with its proposal and who are necessary to fulfill the requirements of the contract as "key personnel". No substitutions may be made except in accordance with this clause.

(b) The Contractor understands that during the first ninety (90) days of the contract performance period, no personnel substitutions will be permitted unless these substitutions are unavoidable because of the incumbent's sudden illness, death or termination of employment. In any of these events, the Contractor shall promptly notify the Contracting Officer and provide the information described in paragraph (c) below. After the initial ninety (90) day period, the Contractor must submit to the Contracting Officer all proposed substitutions, in writing, at least thirty (30) days in advance, forty-five (45) days if security clearance must be obtained, of any proposed substitution and provide the information required by paragraph (c) below.

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(c) Any request for substitution must include a detailed explanation of the circumstances necessitating the proposed substitution, a resume for the proposed substitute, and any other information requested by the Contracting Officer. Any proposed substitute must have qualifications equal to or superior to the qualifications of the incumbent, which are summarized in Task Order Attachment 4 "Summary of Personnel Qualifications". The Contracting Officer or his/her authorized representative will evaluate such requests and promptly notify the Contractor in writing of his/her approval or disapproval thereof.

(d) In the event that any of the identified key personnel cease to perform under the contract and the substitute is disapproved, the contract may be immediately terminated in accordance with the Termination clause of the contract.

The following are identified as key personnel:

Field Operations / Demonstration Manager: William Schopfel  
Operations Support Specialist: Robert Grieve  
Operations Support Specialist: David Anderson

#### **11.0 ONR 5252.242-9718 TECHNICAL DIRECTION (FEB 2002)**

(a) Performance of the work hereunder is subject to the technical direction of the Program Officer/COR designated in this contract, or duly authorized representative. For the purposes of this clause, technical direction includes the following:

(1) Direction to the Contractor which shifts work emphasis between work areas or tasks, requires pursuit of certain lines of inquiry, fills in details or otherwise serves to accomplish the objectives described in the statement of work;

(2) Guidelines to the Contractor which assist in the interpretation of drawings, specifications or technical portions of work description.

(b) Technical direction must be within the general scope of work stated in the contract. Technical direction may not be used to:

(1) Assign additional work under the contract;

(2) Direct a change as defined in the contract clause entitled "Changes";

(3) Increase or decrease the estimated contract cost, the fixed fee, or the time required for contract performance; or

(4) Change any of the terms, conditions or specifications of the contract.

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(c) The only individual authorized to in any way amend or modify any of the terms of this contract shall be the Contracting Officer. When, in the opinion of the Contractor, any technical direction calls for effort outside the scope of the contract or inconsistent with this special provision, the Contractor shall notify the Contracting Officer in writing within ten working days after its receipt. The Contractor shall not proceed with the work affected by the technical direction until the Contractor is notified by the Contracting Officer that the technical direction is within the scope of the contract.

(d) Nothing in the foregoing paragraphs may be construed to excuse the Contractor from performing that portion of the work statement which is not affected by the disputed technical direction.

## 12.0 DIVIDING FULL TIME EQUIVALENTS

If multiple individuals are sharing the responsibilities of one full time equivalent (fte) within a labor category, the individual with the higher labor rate should not perform more than 50% of the duties of that fte.

### Accounting Data

SLINID	PR Number	Amount
400001	1300389295	41000.00
LLA :		
AA 1741319.W3F3.251.00014.0.050120.2D.000000.A00002018091		
Funding for CLIN 4000		
400002	1300389295	690399.00
LLA :		
AB 1731319.W3MD.251.00014.0.050120.2D.000000.A10002018091		
Funding for CLIN 4000		
600001	1300389295	4000.00
LLA :		
AA 1741319.W3F3.251.00014.0.050120.2D.000000.A00002018091		
Funding for CLIN 6000		
BASE Funding 735399.00		
Cumulative Funding 735399.00		
MOD 01		
400003	1300389295	80000.00
LLA :		
AC 1741319.W3F3.251.00014.0.050120.2D.000000.A20002018091		
Funding for CLIN 4000		
600002	1300389295	176148.00
LLA :		
AB 1731319.W3MD.251.00014.0.050120.2D.000000.A10002018091		
Funding for CLIN 6000		
600003	1300389295	128780.00
LLA :		
AD 1731319.W4NV.251.00014.0.050120.2D.000000.A30002018091		
Funding for CLIN 6000		

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MOD 01 Funding 384928.00  
Cumulative Funding 1120327.00

MOD 02

400004 1300389295 110196.16  
LLA :  
AA 1741319.W3F3.251.00014.0.050120.2D.000000.A00002018091  
Funding for CLIN 4000

MOD 02 Funding 110196.16  
Cumulative Funding 1230523.16

MOD 03

700001 1300461014 20000.00  
LLA :  
AE 1751319 W3F3 251 00014 0 050120 2D 000000 A00002580672

MOD 03 Funding 20000.00  
Cumulative Funding 1250523.16

MOD 04

400004 1300389295 (71030.00)  
LLA :  
AA 1741319.W3F3.251.00014.0.050120.2D.000000.A00002018091  
Funding for CLIN 4000

600004 71030.00  
LLA :  
AA 1741319.W3F3.251.00014.0.050120.2D.000000.A00002018091

700002 1300389295 135000.00  
LLA :  
AA 1741319.W3F3.251.00014.0.050120.2D.000000.A00002018091

MOD 04 Funding 135000.00  
Cumulative Funding 1385523.16

MOD 05

700003 130046527300005 48955.00  
LLA :  
AG 1751319 W276 251 00014 0 050120 2D 000000 A40002619126

700004 130046527300004 139566.00  
LLA :  
AH 1751319 W4NV 251 00014 0 050120 2D 000000 A30002619126

700005 130046527300003 145421.00  
LLA :  
AJ 1751319 W1AE 251 00014 0 050120 2D 000000 A20002619126

700006 130046527300002 50000.00  
LLA :  
AK 1751319 W1AE 251 00014 0 050120 2D 000000 A10002619126

700007 130046527300001 138215.00  
LLA :  
AL 1751319 W2F2 251 00014 0 050120 2D 000000 A00002619126

900001 130046527300006 23280.00  
LLA :  
AF 1751319 W1AE 251 00014 0 050120 2D 000000 A20002619126

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MOD 05 Funding 545437.00  
Cumulative Funding 1930960.16

MOD 06

700002 1300389295 (135000.00)  
LLA :  
AA 1741319.W3F3.251.00014.0.050120.2D.000000.A00002018091

MOD 06 Funding -135000.00  
Cumulative Funding 1795960.16

MOD 07

700008 130046101400002 64000.00  
LLA :  
AE 1751319 W3F3 251 00014 0 050120 2D 000000 A00002580672 A00002580672

900002 1300461014 10000.00  
LLA :  
AE 1751319 W3F3 251 00014 0 050120 2D 000000 A00002580672

MOD 07 Funding 74000.00  
Cumulative Funding 1869960.16

MOD 08

700009 130046527300007 201785.00  
LLA :  
AL 1751319 W2F2 251 00014 0 050120 2D 000000 A00002619126

900003 130046527300009 41720.00  
LLA :  
AH 1751319 W4NV 251 00014 0 050120 2D 000000 A30002619126

MOD 08 Funding 243505.00  
Cumulative Funding 2113465.16

MOD 09

900004 130046527300008 125000.00  
LLA :  
AM 1751319 W3F3 251 00014 0 050120 2D 000000 A50002619126

MOD 09 Funding 125000.00  
Cumulative Funding 2238465.16

MOD 10

700010 130046527300010 69714.00  
LLA :  
AH 1751319 W4NV 251 00014 0 050120 2D 000000 A30002619126

MOD 10 Funding 69714.00  
Cumulative Funding 2308179.16

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## **SECTION H SPECIAL CONTRACT REQUIREMENTS**

This is a 100% Small Business Set aside, and at least 50 percent of the contract cost for personnel must be performed by the prime contractor's own employees.

### **1.0 NOTIFICATION CONCERNING DETERMINATION OF SMALL BUSINESS SIZE STATUS**

For the purposes of FAR clauses 52.219-6, NOTICE OF TOTAL SMALL BUSINESS SET-ASIDE, 52.219-3, NOTICE OF TOTAL HUBZONE SET-ASIDE, 52.219-18, NOTIFICATION OF COMPETITION LIMITED TO ELIGIBLE 8(A) CONCERNS, and 52.219-27 NOTICE OF TOTAL SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS SET-ASIDE, the determination of whether a small business concern is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the size standards in this solicitation, and further, meets the definition of a HUBZone small business concern, a small business concern certified by the SBA for participation in the SBAs 8(a) program, or a service disabled veteran-owned small business concern, as applicable, shall be based on the status of said concern at the time of award of the SeaPort-e MACs and as further determined in accordance with Special Contract Requirement H-19.

### **2.0 CONTRACTOR IDENTIFICATION**

All Contractors performing under this task order are required to clearly distinguish themselves from Federal employees through identification of their "Support Contractor" status. Identification includes, but is not limited to, the following: distinct badges; distinct office name plates and marking of office space; identification of "Support Contractor" in all forms of formal and informal communication as well as in e-mail signature blocks, in telephone conversations, in voicemail greetings, when using Government letterhead and fax cover sheets, and on business cards. Letterhead, fax cover sheets, and business cards may include the "Office of Naval Research" name but shall not include the Office of Naval Research logo or any related graphic.

### **3.0 ENTERPRISE-WIDE CONTRACTOR MANPOWER REPORTING APPLICATION (ECMRA)**

"The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the Office of Naval Research via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address <https://doncmra.nmci.navy.mil> .

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each

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calendar year. Contractors may direct questions to the help desk, linked at <https://doncmra.nmci.navy.mil>."

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## SECTION I CONTRACT CLAUSES

FAR 52.217-9	Option to Extend the Term of the Contract (MAR 2000) (In first blank of paragraph (a) insert "any time during period of performance," in second blank of paragraph (a) insert "1 day," and in paragraph (c), insert "60 months.")
DFARS 252.204-7005	Oral Attestation of Security Responsibilities (NOV 2001) (Applicable if FAR 52.204-2, Security Requirements Applies)



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## **SECTION J LIST OF ATTACHMENTS**

Attachment 1: Non-Disclosure Agreement

Attachment 2: Quality Assurance Surveillance Plan

Attachment 3: Department of Defense Contract Security Classification Specification (DD254)

Attachment 4: Summary of Personnel Qualifications

Attachment 5: COR Appointment Letter