

SOLICITATION

FINAL

1. SOLICITATION NO. N00024-10-R-3053		2. AMENDMENT NO. 2		3. EFFECTIVE DATE 02/25/2010		4. PURCHASE REQUEST NO. 2516PP0006	
5. ISSUED BY TONECIA T PORTER NAVAIR Aircraft Division Pax River 21983 BUNDY ROAD, Bldg 441 Patuxent River MD 20670 TONECIA.PORTER@NAVY.MIL (301)7572536				6. ADMINISTERED BY			
7. CONTRACTOR				FACILITY		8. DELIVERY DATE See Section F	
						9. CLOSING DATE/TIME 03/05/2010 1400 <small>(hours local time – Block 5 issuing office)</small>	
						SET ASIDE TYPE No	
						10. MAIL INVOICES TO See Section G	
11. SHIP TO See Section D				12. PAYMENT WILL BE MADE BY			
13. TYPE OF ORDER	D	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above-numbered contract.				
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	
14. ACCOUNTING AND APPROPRIATION DATA See Section G							
15. ITEM NO.	16. SCHEDULE OF SUPPLIES/SERVICES			17. QUANTITY ORDERED/ACCEPTED*	18. UNIT	19. UNIT PRICE	20. AMOUNT
See the Following Pages							
*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.				21. UNITED STATES OF AMERICA			22. TOTAL
				By:			
				CONTRACTING/ORDERING OFFICER			
SECTION	DESCRIPTION			SECTION	DESCRIPTION		
B	SUPPLIES OR SERVICES AND PRICES/COSTS			H	SPECIAL CONTRACT REQUIREMENTS		
C	DESCRIPTION/SPECS/WORK STATEMENT			I	CONTRACT CLAUSES		
D	PACKAGING AND MARKING			J	LIST OF ATTACHMENTS		
E	INSPECTION AND ACCEPTANCE			K	REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS		
F	DELIVERIES OR PERFORMANCE			L	INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS		
G	CONTRACT ADMINISTRATION DATA			M	EVALUATION FACTORS FOR AWARD		

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 2 of 2	FINAL
--------------------------------------	--------------------	----------------	-------

GENERAL INFORMATION

GENERAL INFORMATION

Contract Specialist: Name: Tonecia Porter

Code: 2.5.1.6.1.4

Phone: (301)757-2536

Fax: (301)757-6516

Email: tonecia.porter@navy.mil

Contracting Officer: Name: Rita Pegg

Code: 2.5.1.6.1

Phone: (301)757-2520

Fax: (301)757-6516

Email: rita.pegg@navy.mil

This acquisition is applicable to Zone 2, National Capital.

This task order is issued in accordance with the terms and conditions of the Seaport-e multiple award contract. Only clauses and provisions requiring fill-ins or unique to this task order have been included in full text in the task order.

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

The previous contractor and contract number are provided:

Contractor: MTC Technologies

Contract number: N00178-05-D-4460 M801

Throughout this document, the acronym COR (Contracting Officer Representative) and TOM (Task Order Manager) shall be used interchangeably.

As clarification to section L, paragraph 4.3.2, the Option for Increased Services CLIN amounts shall be proposed as 10% of the proposed amount for each respective labor and ODC CLINs. For example, CLIN 4050 shall be 10% of CLIN 4000 amount.

Offerors shall use Attachment 1, "Specific Functions and Personnel Qualifications" labor categories when filling out Attachment P9, "CLIN Breakout". Offerors not proposing subcontractors shall disregard the yellow highlighted areas in Attachment P9, "CLIN Breakout".

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 1 of 66	FINAL
--------------------------------------	--------------------	-----------------	-------

SECTION B SUPPLIES OR SERVICES AND PRICES

Offerors please complete.

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	Supplies/Services Qty	Unit	Est. Cost	Fixed Fee	CPFF

4000	Metrology logistics, engineering, technical, calibration maintenance and laboratory production support to the KAFMB, in accordance with Section C. (FMS Case #KU-P-G GK)	1.0	Lot		
4050	Metrology logistics, engineering, technical, calibration maintenance and laboratory production support to the KAFMB. OPTION FOR INCREASED SERVICES. SEE CLAUSE H1 (FMS Case #KU-P-G GK)	1.0	Lot		
4100	Metrology logistics, engineering, technical, calibration maintenance and laboratory production support to the KAFMB, in accordance with Section C. (FMS Case #KU-P-G GK) Option	1.0	Lot		
4150	Metrology logistics, engineering, technical, calibration maintenance and	1.0	Lot		

SOLICITATION NO.	AMENDMENT NO.	PAGE	FINAL
N00024-10-R-3053	2	2 of 66	

laboratory
production
support to the
KAFMB. OPTION FOR
INCREASED
SERVICES. SEE
CLAUSE H1.
(FMS Case #KU-P-G
GK)
Option

4200 Metrology 1.0 Lot
logistics,
engineering,
technical,
calibration
maintenance and
laboratory
production
support to the
KAFMB, in
accordance with
Section C.
(FMS Case #KU-P-G
GK)
Option

4250 Metrology 1.0 Lot
logistics,
engineering,
technical,
calibration
maintenance and
laboratory
production
support to the
KAFMB. OPTION FOR
INCREASED
SERVICES. SEE
CLAUSE H1.
(FMS Case #KU-P-G
GK)
Option

4300 Metrology 1.0 Lot
logistics,
engineering,
technical,
calibration
maintenance and
laboratory
production
support to the
KAFMB, in
accordance with
Section C.
(FMS Case #KU-P-G
GK)
Option

4350 Metrology 1.0 Lot
logistics,
engineering,
technical,
calibration

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 3 of 66	FINAL
--------------------------------------	--------------------	-----------------	-------

maintenance and
 laboratory
 production
 support to the
 KAFMB. OPTION FOR
 INCREASED
 SERVICES. SEE
 CLAUSE H1.
 (FMS Case #KU-P-G
 GK)
 Option

For ODC Items:

Item	Supplies/Services Qty	Unit	Est. Cost

6000	ODC'S IN SUPPORT OF CLIN 4000. (FMS Case #KU-P-G GK)	1.0 Lot	
6050	OPTION FOR INCREASED SERVICES FOR ODC'S (CLIN 6000).OPTION FOR INCREASED SERVICES. SEE CLAUSE H1 (FMS Case #KU-P-G GK)	1.0 Lot	
6100	ODC'S IN SUPPORT OF CLIN 4100. (FMS Case #KU-P-G GK)	1.0 Lot	
6150	OPTION FOR INCREASED SERVICES FOR ODC'S (CLIN 6100).OPTION FOR INCREASED SERVICES. SEE CLAUSE H1 (FMS Case #KU-P-G GK) Option	1.0 Lot	
6200	ODC'S IN SUPPORT OF CLIN 4200. (FMS Case #KU-P-G GK) Option	1.0 Lot	
6250	OPTION FOR INCREASED SERVICES FOR ODC'S (CLIN 6200).OPTION FOR INCREASED SERVICES. SEE CLAUSE H1	1.0 Lot	

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 4 of 66	FINAL
--------------------------------------	--------------------	-----------------	-------

(FMS Case #KU-P-G
GK)
Option

6300 ODC'S IN SUPPORT 1.0 Lot
OF CLIN 4300.
(FMS Case #KU-P-G
GK)
Option

6350 OPTION FOR 1.0 Lot
INCREASED
SERVICES FOR
ODC'S (CLIN
6300).OPTION FOR
INCREASED
SERVICES. SEE
CLAUSE H1
(FMS Case #KU-P-G
GK)
Option

For Cost Type Items:

Item	Supplies/Services Qty	Unit Est. Cost	Fixed Fee	CPFF
7400	Metrology logistics, engineering, technical, calibration maintenance and laboratory production support to the KAFMB, in accordance with Section C. (FMS Case #KU-P-G GK) Option	1.0 Lot		
7450	Metrology logistics, engineering, technical, calibration maintenance and laboratory production support to the KAFMB. OPTION FOR INCREASED SERVICES. SEE CLAUSE H1. (FMS Case #KU-P-G GK) Option	1.0 Lot		

For ODC Items:

Item	Supplies/Services Qty	Unit Est. Cost
------	-----------------------	----------------

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 5 of 66	FINAL
--------------------------------------	--------------------	-----------------	-------

9400 ODC'S IN SUPPORT 1.0 Lot
OF CLIN 7400.
(FMS Case #KU-P-G
GK)
Option

9450 OPTION FOR 1.0 Lot
INCREASED
SERVICES FOR
ODC'S (CLIN
9400).OPTION FOR
INCREASED
SERVICES. SEE
CLAUSE H1
(FMS Case #KU-P-G
GK)
Option

Clauses specified in Section B of the Seaport-e basic contract are incorporated into this order if applicable.

The task order Contracting Officer and/or Contract Specialist will unilaterally create additional SLINs during performance of this task order to accommodate the multiple type of funds that will be used under this order.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 6 of 66	FINAL
--------------------------------------	--------------------	-----------------	-------

SECTION C DESCRIPTIONS AND SPECIFICATIONS

5252.204-9505 SYSTEM AUTHORIZATION ACCESS REQUEST NAVY (SAAR-N) REQUIREMENTS FOR INFORMATION TECHNOLOGY (IT) (JUN 2009)

(a) Contractor personnel assigned to perform work under this contract may require access to Navy Information Technology (IT) resources (e.g., computers, laptops, personal electronic devices/personal digital assistants (PEDs/PDAs), NMCI, RDT&E networks, websites such as MyNAVAIR, and Navy Web servers requiring Common Access Card (CAC) Public Key Infrastructure (PKI)). Contractor personnel (prime, subcontractor, consultants, and temporary employees) requiring access to Navy IT resources (including those personnel who previously signed SAAR DD Form 2875) shall submit a completed System Authorization Access Request Navy (SAAR-N), OPNAV 5239/14 (Jul 2008) form or latest version thereof, and have initiated the requisite background investigation (or provide proof of a current background investigation) prior to accessing any Navy IT resources. Instructions for processing the SAAR-N forms are available at: http://www.navair.navy.mil/index.cfm?fuseaction=home.contractor_forms.

(b) SAAR-N forms will be submitted to the Contracting Officer's Representative (COR) or Alternate COR, or to the government sponsor, if the contract does not name a COR or Alternate COR via the contractor's Facility Security Officer (FSO). If the contract does not have an assigned COR or Alternate COR (ACOR), the designated SAAR-N Government Sponsor for contractor employees requiring IT access, [fill-in name] shall be responsible for signing and processing the SAAR-N forms. For those contractors that do not have a FSO, SAAR-N forms shall be submitted directly to the COR/ACOR or designated SAAR-N Government Sponsor. Copies of the approved SAAR-N forms may be obtained through the COR/ACOR or designated SAAR-N Government Sponsor. Requests for access should be routed through the NAVAIR SAAR.fct@navy.mil mailbox.

(c) In order to maintain access to Navy IT resources, the contractor shall ensure completion of initial and annual IA training, monitor expiration of requisite background investigations, and initiate re-investigations as required. If requested, the contractor shall provide to the COR/ACOR or designated SAAR-N Government Sponsor documentation sufficient to prove that it is monitoring/tracking the SAAR-N requirements for its employees who are accessing Navy IT resources. For those contractor personnel not in compliance with the requirements of this clause, access to Navy IT resources will be denied/revoked.

(d) The SAAR-N form remains valid throughout contractual performance, inclusive of performance extensions and option exercises where the contract number does not change. Contractor personnel are required to submit a new SAAR-N form only when they begin work on a new or different contract.

SECTION C DESCRIPTIONS AND SPECIFICATIONS

Kuwait Air Force Metrology Branch Precision Measurement Equipment Laboratory (PMEL)

PROGRAM SUMMARY

The Kuwait Air Force (KAF) Metrology and Calibration (METCAL) Program was established in 1974 and became operational in 1978 for the purpose of supplying calibration and test equipment repair capabilities for the Kuwait Air Force. The KAF metrology program has significantly evolved to its present day capabilities of providing advanced measurement technology, measurement science (metrology) and national reference standards of measurement for the armed forces of Kuwait and other Kuwait Ministry of Defense (KMOD) authorized enterprises.

The KAF Metrology Branch (KAFMB) provides: physical, mechanical and electronic test equipment calibration, test and measurement system (TAMS) repair support, metrology, engineering support, and advice concerning matters of metrology. In addition, the KAFMB maintains and disseminates Standard Units of Measurement for the Kuwait

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 7 of 66	FINAL
--------------------------------------	--------------------	-----------------	-------

Ministry of Defense, provides international measurement traceability and accuracy of measurement parameters, including direct interface with International Agencies concerning Metrology.

Customers of the KAFMB include: Kuwait Air Force, Kuwait Army, Kuwait Navy, Kuwait Ministries other than KMOD, Kuwait government run companies, selected civilian enterprises, United States coalition forces, and others as directed by KMOD.

1.0 BACKGROUND

The Naval Air Systems Command (NAVAIR) provides primary Foreign Military Sales Metrology and Calibration program support to the Government of Kuwait (GOK) including technical, logistics, acquisition and scientific assistance to the KAF for the establishment, operation and improvement of Kuwait Precision Measurement Equipment Laboratories. NAVAIR executes this function by providing specialized logistics, scientific, engineering and related technical services to support measurement capability development, sustainment, acquisition, operations and training of GOK personnel. Specific functions include the staffing of contractor personnel under this contract, in direct support of KAFMB requirements.

2.0 APPLICABLE DOCUMENTS

(Reference Only) Naval Aviation Maintenance Program (NAMP); COMNAVAIRFORINST4790.2 Series
(Reference Only) SECNAVINST 5510.30; Department of the Navy (DON) Personnel Security
(Reference Only) OPNAVINST 3960.16; Navy TMDE, ATS and Metrology and Calibration
(Reference Only) NAVAIR 13-35MTL-1 Metrology Requirements List
(Reference Only) NAVAIR 17-35NCE-1 Navy Calibration Equipment List
(Reference Only) NAVAIR 17-35-FR06 Facility Requirements for Navy Calibration Laboratories
(Reference Only) NAVAIRINSTR 13640.1 (Series) Naval Aviation Metrology and Calibration Program
(Reference Only) NAVAIR 17-35QAC-01 Navy Metrology Quality Assurance Audit/Certification Manual
(Reference Only) SECNAVINST 5510.36A Department of the Navy (DON) Information Security Program
(Reference Only) CJCSI 4120.01B Uniform Material Movement and Issue Priority System (UMMIPS)
(Reference Only) DOD 5105.38-M Security Assistance Management Manual (SAMM)
(Reference Only) SECNAV 4355.18A; Reporting of Supply Discrepancies
(Reference Only) NAVSUPINST 4440.159A; Processing Filed Level Repairables Managed by ASO
(Reference Only) DOD 4145.19-R-1; Storage and Materials Handling
(Reference Only) MIL-STD-129; Military Marking for Shipment and Storage
(Reference Only) NAVSUP P-4000; Introduction to Federal Supply Catalogs and Related Publications
(Reference Only) DOD 7000.14; DOD Financial Management Policy and Procedures
(Reference Only) ISO 17025 Requirements for the Competence of Testing and Calibration Laboratories

3.0 LIST OF ACRONYMS

ACRONYM FULL NAME
ADP AUTOMATED DATA PROCESSING
AC ALTERNATING CURRENT
CDRL CONTRACT DATA REQUIREMENTS LIST
DC DIRECT CURRENT
GOK GOVERNMENT OF KUWAIT
IT INFORMATION TECHNOLOGY
ISO INTERNATIONAL STANDARDS ORGANIZATION
KAF KUWAIT AIR FORCE
KAFMB KUWAIT AIR FORCE METROLOGY BRANCH
KMOD KUWAIT MINISTRY OF DEFENSE
MEASURE METROLOGY AUTOMATED SYSTEM FOR UNIFORM RECALL/REPORTING
METCAL METROLOGY AND CALIBRATION
MCSE MICROSOFT CERTIFIED SYSTEM ENGINEER
NAVAIR NAVAL AIR SYSTEMS COMMAND
NMCSST NAVAIR METCAL CALIBRATION STANDARDS SUPPORT TEAM
PMEL PRECISION MEASUREMENT EQUIPMENT LABORATORY
SOW STATEMENT OF WORK

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 8 of 66	FINAL
--------------------------------------	--------------------	-----------------	-------

SYSCOM SYSTEMS COMMAND
 TACAN TACTICAL AIR NAVIGATION
 TAMS TEST AND MONITORING SYSTEMS
 TMDE TEST, MEASUREMENT AND DIAGNOSTIC EQUIPMENT
 TPOC TECHNICAL POINT OF CONTACT
 OJT ON THE JOB TRAINING
 QA QUALITY ASSURANCE
 QVI QUALITY VERIFICATION AND INSPECTION
 RF RADIO FREQUENCY
 TOM TASK ORDER MANAGER
 US UNITED STATES
 VSWR VOLTAGE STANDING WAVE RATIO

4.0 SCOPE AND OBJECTIVES

The contractor shall provide adequate numbers of qualified personnel, supervision and management to perform comprehensive metrology and calibration support to the GOK. This work statement describes relevant program tasks and services to be performed during contract execution supporting Precision Measurement Equipment Laboratories administered by the KAFMB.

The scope of work supporting the KAFMB Precision Measurement Equipment Laboratories include:

- Engineering/Technical Support,
- Equipment Calibration Support;
- Laboratory Logistics Support;
- Laboratory Production Control Support;
- Quality Assurance;
- On-the-Job Training (for Kuwait civilian/military personnel)
- Facilities Maintenance Support
- Laboratory Information Systems Support.

5.0 STATEMENT OF WORK

The purpose of this contract is to provide metrology logistics, engineering, technical, calibration maintenance and laboratory production support to the KAFMB. The KAFMB utilized their calibration laboratories technical measurement capabilities to calibrate Kuwait Air Force defined workload, to the maximum extent possible, within Kuwait to minimize the use of calibration support services external to Kuwait. Contractor personnel provided under the provisions of this contract are resources to support the core technical capabilities, processes and calibration capacity of the KAF.

5.1 SPECIFIC TASKS

5.1.1 TASK 1 PROJECT MANAGEMENT

5.1.1.1 (Subtask 1.1) – Project Orientation Briefing

The Contractor shall participate in an Orientation Briefing. The intent of the briefing is to initiate the communication process between NAVAIR and the Contractor by introducing key task participants, reviewing communication ground rules, and assure a common understanding of specific task requirements and objectives. The meeting shall occur optimally within two weeks after award, on a date set by the NAVAIR METCAL Technical Point of Contact (TPOC).

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 9 of 66	FINAL
--------------------------------------	--------------------	-----------------	-------

5.1.1.2 (Subtask 1.2) – Project Control

The contractor shall provide progress reports, at intervals prescribed, to the Task Order Manger (TOM), NAVAIR METCAL TPOC, and other designated Government personnel. These reports shall be in the formats specified and shall provide technical and financial information concerning the status of all work completed and in progress.

Status Reporting

The contractor shall conform to the policies and processes as identified by the KAFMB and comply with the reporting requirements cited below.

The contractor shall deliver a formal Monthly Status Report at the task order level. The Contractor should expect that performance audits will be conducted on a regular basis for each Task to inspect planned/reported information against actual functionality and quality of deliverables.

The Contractor shall provide Monthly Status Reports on the work performed under this Statement of Work (CDRL A001).

The monthly report shall address progress toward program milestones and performance measures where appropriate. The reports shall address deliverables, accomplishments during the reported month, progress, delays, schedule change proposals and approvals, staffing issues, projected tasks and deliverables (expected for the following month) and task order information for work performed.

The contractor shall provide a Daily Muster Report to document all of the assigned contractor's personnel availability to perform work under this contract. CDRL A002 contains the general template that shall be used for the Muster Report. The daily muster report will be used in determining fee reduction of the contract, if the total level of effort specified in the SOW and Attachment 1 is not provided by the Contractor.

Additional ad-hoc reports addressing specific problems, schedule or personnel change proposals, task change proposals, and other issues that require Government resolution shall be presented.

The Contractor shall provide ongoing analysis of trends, cost forecasts, task requirement forecasts, and recommendations related to skills and labor category requirements, workload planning, and task management.

Financial Reporting

The contractor shall provide Monthly Funds and Expenditure Report to the TOM and the NAVAIR METCAL TPOC. CDRL A003 contains the general template that shall be used for cost reporting. The cost information shall present monthly and cumulative costs which are broken down as follows:

- By subtask,
- By labor category, and
- By resource for each task for the appropriate billing period.

The current period and contract to date costs shall include labor detail to include regular and premium hours and dollars, by labor categories. ODCs shall include item identification description, cost by item, name of vendor and amount, material handling costs, and total costs.

5.1.2 TASK 2 METROLOGY ENGINEERING AND TECHNICAL SUPPORT

The contractor support shall include, but not be limited to, the following types of services:

Provide resident metrology engineering expertise in support of the KAFMB, including conducting research and studies of new equipment to ensure that the latest developments in technique and equipment are included in metrology planning for future KAF acquisitions. Direct, research, conduct and evaluate development of instrument

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 10 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

calibration procedures for assigned equipment categories. Provide support in the development and implementation of a Metrology Quality Assurance (QA) Program, assisting in obtaining and maintaining laboratory QA accreditation. Perform analysis and evaluation of equipment test and performance requirements, prescribe calibration approaches, test equipment and servicing requirements necessary to assure measurement traceability to US and internationally recognized Calibration Reference Standards and Units of Measurement. Conduct liaison and coordination with technical societies and metrology organizations of other countries to remain current with the state-of-the-art and new measurement techniques. Ensure technical liaison with NAVAIR Metrology and Calibration Program to ensure technical alignment and equivalency in measurement processes, procedures and techniques.

Assist in laboratory facility design and related environmental control development, compliance to requirements, operation and maintenance. Coordinate with civilian contractor and military civil engineering organizations on all projects affecting metrology facilities, to ensure timely completion.

(Note: The detailed Contractor tasks performed in accordance with this SOW and Attachment (1) assignments will be at the discretion of the Commander, KAFMB).

5.1.3 TASK 3 EQUIPMENT CALIBRATION SUPPORT

The contractor support shall include, but not be limited to, the following types of services:

Perform precision measurements, calibrations, modifications, maintenance and repair actions within the guidelines of the KAF, utilizing approved NAVAIR Instrument Calibration procedures equipment manuals or approved scientific/metrology processes within either a calibration laboratory environment or on-site at KAF customer locations.

Provide technical and procedural advice and guidance to KAF personnel and other GOK personnel concerning metrology related matters such as the repair, calibration or modification of a wide variety of complex precision measurement equipment, automated systems, general purpose test equipment, and special purpose test equipment.

Assist in quality assurance, production tracking, equipment control, and material control.

Perform random and forced quality verification and inspection (QVI) on a minimum of 6.25% of the equipment serviced by the laboratory in accordance with established laboratory procedures and KAFMB policy.

Provide a monthly QVI report in accordance with CDRL A004.

(Note: The detailed Contractor tasks performed in accordance with this SOW and Attachment (1) assignments will be at the discretion of the Commander, KAFMB).

5.1.4 TASK 4 LABORATORY PRODUCTION CONTROL SUPPORT

The contractor support shall include, but not be limited to, the following types of services:

Provide support in the scheduling, customer liaison, pick-up and delivery and other matters pertaining to laboratory Production Control. Receive, process and track equipment within the laboratories to ensure data is available to laboratory management. Maintain accurate and timely control of laboratory production schedules and provide daily guidance to the Production Control Section personnel. Prepare recommended revisions to the Production Control operational procedures and ensure all functions of Production Control operate in an efficient manner.

As directed, utilize metrology related ADP systems for automated recall of equipment, production status reporting, cost accounting and standard hour development for calibration actions.

(Note: The detailed Contractor tasks required by this solicitation shall be performed in accordance with this SOW and Attachment (1). In-Country task assignments will be at the discretion of the Commander, KAFMB).

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 11 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

5.1.5 TASK 5 LABORATORY LOGISTICS SUPPORT

The contractor support shall include, but not be limited to, the following types of services:

Provide support in the areas of acquisition, procurement, requisitioning, distribution, accountability, financial management, record keeping, equipment scheduling, movement, equipment tracking and other matters pertaining to material/production control requirements. Coordinate with Kuwait Air Force Supply, the NAVAIR Metrology Calibration Standards Support Team (NMCSST) and other activities as necessary to ensure a timely completion of material acquisition actions. Provide training to Government of Kuwait personnel assigned to the logistics services division in areas of procurement, distribution, inventory control, financial accounting and record keeping. Coordinate with KAF Supply, the Kuwait Support Group, and other metrology activities as necessary to ensure a timely completion of material acquisition actions. Support the development and implementation of logistics support plans and procedures of the KAFMB. Provide support in the establishment of a Kuwait Air Force local procurement program, which permits the Metrology Branch management to procure readily available material from local sources for facility upgrade and urgent calibration requirements.

The contractor shall provide logistic procedures and support to the KAFMB that will provide for proper KAF purchasing/leasing, receiving, accounting and distribution of all supplies, material, and equipment necessary for the effective and efficient operation of a technical and engineering support service facility. These procedures shall include property inventory control and accountability.

(Note: The detailed Contractor tasks performed in accordance with this SOW and Attachment (1) assignments will be at the discretion of the Commander, KAFMB).

5.1.6 TASK 6 QUALITY ASSURANCE SUPPORT

The contractor support shall include, but not be limited to, the following types of services:

Assist in developing the overall ISO 17025 based KAFMB Quality Assurance Program, including its implementation in all KAFMB laboratories. Ensure the Quality Assurance Program involves all management and technical levels within its implementation. Perform Quality Assurance audits on laboratories to ensure compliance with the KAF METCAL Program Quality Assurance instruction/procedures. Develop and maintain the laboratory quality manual. Ensure that laboratory and customer equipment is repaired and/or calibrated in full compliance with applicable KAF instructions, procedures and specifications. Assist in the research and development a Primary Standards capability. Maintain current and valid technical data, publications, catalogs, and other reference material in an organized, readily accessible condition.

(Note: The detailed Contractor tasks required by this solicitation shall be performed in accordance with this SOW and Attachment (1). In-Country task assignments will be at the discretion of the Commander, KAFMB).

5.1.7 TASK 7 TRAINING

The contractor support shall include, but not be limited to, the following types of services:

Provide training and support for repair, calibration, modification of the wide variety of complex precision measurement equipment utilized by the Government of Kuwait (GOK). Provide technical and procedural support to KAF personnel and other GOK personnel concerning metrology related matters such as the repair, calibration or modification of precision measurement equipment in primary electrical standards. Provide in-depth technical expertise via On-the-Job-Training and in formal classroom settings.

(Note: The detailed Contractor tasks required by this solicitation shall be performed in accordance with this SOW and Attachment (1). In-Country task assignments will be at the discretion of the Commander, KAFMB).

5.1.8 TASK 8 FACILITIES MAINTENANCE

The contractor support shall include, but not be limited to, the following types of services:

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 12 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

Develop plans and programs to ensure all facilities within the KAFMB are supplied with appropriate structures and environmental controls necessary to perform required calibrations and repairs. Provide support in maintaining and operating the Metrology Branch's environmental, power and utility control and distribution systems.

(Note: The detailed Contractor tasks performed in accordance with this SOW and Attachment (1) assignments will be at the discretion of the Commander, KAFMB).

5.1.9 TASK 9 LABORATORY INFORMATION SYSTEM SUPPORT

The contractor support shall include, but not be limited to, the following types of services:

Maintain Metrology recall computer system at the KAFMB Main laboratory, and Field Calibration, including troubleshooting, upgrading and repairing hardware and software. Provide Information Technology (IT) and Automated Data Processing (ADP) support services to the KAFMB including developing, writing, debugging, verifying, analyzing, validating and revising in-house computer software to store, manipulate, and retrieve technical data collected by metrology engineering and control of total in-house operations. Provide system administration of KAFMB computer systems and networks.

(Note: The detailed Contractor tasks required by this solicitation shall be performed in accordance with this SOW and Attachment (1). In-Country task assignments will be at the discretion of the Commander, KAFMB).

5.2 GENERAL INFORMATION

5.2.1 Contractor personnel shall operate within the guidance of any overriding KAF policies and /or procedures, including the assignment of personnel (with the specific qualification) to other KAFMB support staffs, as required.

5.2.2 Documentation of contractor personnel qualifications/certifications shall be maintained by the contractor, for the period of designation (plus six months) and are subject to ACO review.

5.2.3 All costs incurred that are attributable to an individual must identify the specific individual.

5.2.4 All work sites are provided by the GOK, therefore, no costs associated with establishing or maintaining a contractor office in Kuwait is allowed.

5.2.5 The contractor shall not release to the KAF (or any other foreign entity) knowledge or data concerning any technological capabilities (including but not limited to) hardware and software, which has not been officially released to the GOK by the U.S. Navy. The contractor shall handle all records, data, and reports as proprietary KAF information and shall not disseminate the same, except as authorized by the KAF, in consonance with NAVAIR. All KAF information developed or maintained by contractor personnel shall be turned over to the DCMA representative prior to their departure from Kuwait.

5.2.6 Government Furnished Facilities/Property: The KAF shall provide all necessary facilities, tools, equipment, work related vehicles, materials, computers, desk top publishing systems, duplication, printing, etc. including any and all necessary technical publications and referenced authorities and related updates, as required for the contractor to perform the tasks and to satisfy the requirements in this SOW. Contractor calibration maintenance shall be performed using existing KAF facilities, tools and equipment.

Note: In country transportation of contractor personnel to and from the GOK work sites is specifically excluded.

5.2.7 The contractor will maintain a central repository of all contractor personnel records. Contractor personnel shall perform tasks specified in this SOW, in conjunction with KAFMB personnel. Over the duration of this contract, contractor personnel shall provide OJT to all assigned KAF personnel.

5.2.8 In support of this contract, the employment of Foreign National employees will be in accordance with the International Traffic in Arms Regulation (ITAR) and National Industrial Security Program operating Manual. A Foreign National is defined as any person other than a citizen of the United States of America. The contractor is responsible to obtain all applicable export licenses, Technical Assistance Agreements, valid employee documents, work authorizations, etc.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 13 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

5.2.9 Assignment of Foreign National (FN) Task Representatives: In accordance with the contract provisions, the employment and transfer of unclassified technical data, as required to perform this effort, is restricted to Kuwaiti citizens and those Foreign Nationals from Australia, Belgium, Canada, Denmark, Egypt, France, Germany, Greece, Italy, Netherlands, Norway, Portugal, Spain, Sweden, Philippines, Turkey and the United Kingdom.

5.2.10 All contractor personnel must adhere to all KAF base safety and security requirements. Uniforms and safety equipment shall not be a direct charge to this contract.

5.2.11 Access to Military Exchanges, Commissaries and Officer Clubs shall NOT be afforded to personnel under this contract, except as follows: those employees who are retired US military personnel will be permitted access to such facilities in accordance with existing regulations. APO privileges for contractor personnel will be allowed under this contract for 'Official Use Only'. Notwithstanding these stipulations, certain limited access to Army Air Force Exchange Services will be available under this contract. These services may include mail privileges through the APO and access to personnel support services at US Army installations within Kuwait. These services may include access to small 'convenience store' style Army Air Force Exchange Service retail stores. No other US Government services are available. POLICY REGARDING BASE ACCESS, SECURITY AND THE EXTENSION OF PRIVILEGES IS AT THE SOLE DISCRETION OF THE FACILITY COMMANDING OFFICER AND THEREFORE SUBJECT TO CHANGE WITHOUT NOTICE. GRANTING OF THESE PRIVILEGES OR ANY CHANGE TO THE STATUS OF THESE PRIVILEGES WILL NOT BE CAUSE FOR AN EQUITABLE ADJUSTMENT.

5.2.12 The contractor will establish an OPSEC program in accordance with KAF security requirements. The contractor is responsible for subcontractor implementation of OPSEC requirements for this contract.

5.2.13 Personnel Qualifications: All personnel resumes shall be submitted and reviewed by the COR or TPOC for verification of qualification prior to assignment in any position under the contract.

5.3 SECURITY REQUIREMENTS

(a) All classified task orders will require a facility security clearance issued by the Defense Security Service (DSS).

(b) Contractor personnel shall be required to have a security clearance at the level required for each specific task order, i.e., Confidential, Secret, or Top Secret.

(c) The security classification and guidance of classified task orders will be specified in the Contract Security Classification Specification DD Form 254, to be provided when required at task order level.

(d) Unclassified task orders do not require a facility security clearance issued by DSS, nor a DD Form 254.

(e) The planned utilization of non-U.S. citizens in task order performance must be identified by name and country of citizenship in the task order proposal.

5.4 CONTRACTOR IDENTIFICATION

(a) Contractor employees must be clearly identifiable while on Government property by wearing appropriate badges.

(b) Contractor employees are required to clearly identify themselves and the company they work for whenever making contact with Government personnel by telephone or other electronic means.

5.5 REVIEW OF RESUMES

All personnel resumes shall be submitted and reviewed by the COR, ACOR or TPOC for verification of qualifications prior to assignment in any position under the contract. The U.S. will have five (5) business days to accept or reject the proposed resumes.

ATTACHMENT 1 / SPECIFIC FUNCTIONS AND PERSONNEL QUALIFICATIONS

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 14 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

METROLOGY ENGINEER, ELECTRICAL Skill Group: 1.1

Individual(s) shall perform but are are not limited to CORE TASKS 2, 3, and 7; other tasks shall be performed as required within requisite skill level.

FUNCTION:

The Electrical Metrology Engineer is the resident expert in his field and, in conjunction with the Kuwait Senior Engineer, provides engineering/consultant services to the GOK. Conducts research and studies new equipment to ensure that the latest developments in technique and equipment are included in metrology planning for future acquisition. Assists in the development and implementation of a Metrology Quality Assurance (QA) Program as required. Assists in obtaining and maintaining laboratory QA accreditation.

Assesses requirements and develops new measurement techniques and approaches related to electrical, electronic and microwave measurement areas. Develops, tests and evaluates new calibration methodology as well as performs analysis and evaluation of equipment. Establishes test and performance criteria and prescribes calibration approaches, tests, equipment and servicing requirements necessary to ensure measurement traceability. Directs, conducts and evaluates the development of calibration procedures for assigned equipment. Conducts liaison and coordinates with technical societies and engineering facilities of other countries to remain current with state-of-the-art and new measurement techniques.

Conducts detailed laboratory capability studies to achieve greater support efficiency. Develops laboratory operational, environmental, performance and safety criteria and ensures implementation and maintenance.

(It is anticipated that Engineers will be assigned as these job descriptions state, but actual task priorities will be at the discretion of the Commander, Kuwait Air Force Metrology Branch (KAFMB).

QUALIFICATIONS:

A. Completed a four (4) year degree in electrical engineering, engineering technology, physics or a related technical field from an accredited college or university and have eight (8) years work experience operating, maintaining, troubleshooting, repairing, calibrating electronic precision measurement equipment and calibration laboratory reference standards OR

B. Completed a U.S. military precision measurement and calibration school and have twelve (12) years work experience in the calibration field AND

C. Have eight (8) years experience in technical oversight, measurement assurance and training responsibilities of calibration and repair technicians, with at least three (3) years within the last five (5) years OR

D. Completed a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, and have ten (10) years work experience operating, maintaining, troubleshooting, repairing and calibrating electronic precision measurement equipment and calibration laboratory reference standards AND

E. Have experience in researching, developing, documenting and testing measurement methodologies including developing, correcting, modifying and testing calibration maintenance procedures for precision measuring equipment according to U.S. Navy METCAL or equivalent requirements AND

F. Have experience in researching requirements and maintaining calibration laboratory facility and related environmental control systems.

METROLOGY ENGINEER, MECHANICAL Skill Group: 1.2

Individual(s) shall perform but are are not limited to CORE TASKS 2, 3, and 7; other tasks shall be performed as required within requisite skill level.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 15 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

FUNCTION:

The Mechanical Metrology Engineer is the resident expert in his field and, in conjunction with the Kuwait Senior Engineer, provides engineering/consultant services to the GOK. Conducts research and studies new equipment to ensure that the latest developments in technique and equipment are included in metrology planning for future acquisition. Assists in the development and implementation of a Metrology Quality Assurance (QA) Program as required. Assists in obtaining and maintaining laboratory QA accreditation.

Assesses requirements and develops new measurement techniques and approaches related to mechanical, electro-mechanical, electro-optical, electro-chemical, optical, and chemical calibration methodology. Also performs analysis and evaluation of equipment test and performance requirements and prescribes calibration approaches, test equipment and servicing requirements necessary to assure measurement traceability. Directs, conducts and evaluates the development of calibration procedures for assigned equipment categories. Conducts liaison and coordinates with technical societies and engineering facilities of other countries to remain current with the state-of-the-art and new measurement techniques.

Responsible for laboratory facility and related environmental control development, operation and maintenance. Coordinates with civilian contractor and military civil engineering organizations on all projects affecting metrology facilities to ensure timely completion. Acts as consultant to GOK military and ministries on matters pertaining to metrology facilities and environmental requirements. Conducts liaison and coordination with technical societies and engineering facilities of other countries to remain current with state-of-the-art for metrology facilities and environmental control systems. Works with the Electrical Engineer on all matters associated with Power Production and Facilities.

(It is anticipated that Engineers will be assigned as these job descriptions state, but actual task priorities will be at the discretion of the Commander, Kuwait Air Force Metrology Branch (KAFMB).

QUALIFICATIONS:

A. Completed a four (4) years degree from university in mechanical engineering, physics or a related technical field from an accredited college or university and have eight (8) years work experience operating, maintaining, troubleshooting, repairing, calibrating electronic precision measurement equipment and calibration laboratory reference standards OR

B. Completion of a U.S. military precision measurement and calibration school and have twelve (12) years work experience in the metrology and calibration field OR

C. Completion of a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, and have twelve (12) years experience operating, maintaining, troubleshooting, repairing and calibrating physical/dimensional precision measurement equipment

D. Have five (5) years experience in technical oversight and training responsibilities of calibration and repair technicians with at least three (3) years within the last five (5) years.

ADVISORY CALIBRATION TECHNICIAN, DC/LOW FREQUENCY Skill Group: 2.

Individual(s) shall perform but are are not limited to CORE TASKS 3 and 7; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Provides training and advice for repair, calibration, and modification of the wide variety of complex precision measurement equipment utilized by the GOK activities. Provides technical and procedural advice and guidance to KAF personnel and other GOK personnel concerning metrology related matters such as the repair, calibration or modification of precision measurement equipment, the conduct of laboratory operations and the resolution of customer measurement problems. Provides in-depth technical expertise in one or more of the following disciplinary categories and can provide OJT or formal classroom training as required. Performs precision measurements, calibrations, modifications, maintenance and repair actions, and other functions as necessary in all areas of laboratory

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 16 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

operations. Assists in obtaining and maintaining laboratory QA accreditation.

This DC/Low Frequency discipline includes such measurement areas as voltage, current, power; resistance, capacitance, inductance, time and frequency (500 MHz and below), modulation and encompasses repair, calibration and/or modification of items such as audio and low frequency signal generators, oscilloscopes, digital and analog voltmeters, AC/DC ammeters, wattmeters, electronic counters, pulse generators, resistance, capacitance, inductance bridges, automated test equipment, and other general purpose measuring equipment.

QUALIFICATIONS:

A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics.

B. An Associate degree in electronics technology from an accredited school and have eight (8) years work experience operating, maintaining, troubleshooting, repairing, and calibrating electronic precision measurement equipment and calibration laboratory reference standards. OR

C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm AND

D. Eight (8) years experience operating, maintaining, troubleshooting, repairing, and calibrating electronic Test, Measurement and Diagnostic Equipment (TMDE) such as analog and digital multimeters, electronic counters, function generators, signal generators, analog and digital tape recorders, oscilloscopes, spectrum analyzers, and calibration laboratory measurement standards.

E. Demonstrated experience in troubleshooting TMDE and measurement standards by making measurement with test equipment to identify problems to the component level and demonstrated basic electronic construction and repair skills including soldering and wiring – including the ability to perform these functions on delicate circuit cards

ADVISORY CALIBRATION TECHNICIAN, RF/MICROWAVE Skill Group: 2.2

Individual(s) shall perform but are are not limited to CORE TASKS 3 and 7; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Provides training and advice for repair, calibration, and modification of the wide variety of complex precision measurement equipment utilized by the GOK activities. Provides technical and procedural advice and guidance to KAF personnel and other GOK personnel concerning metrology related matters such as the repair, calibration or modification of precision measurement equipment, the conduct of laboratory operations and the resolution of customer measurement problems. Provides in-depth technical expertise in one or more of the following disciplinary categories and can provide OJT or formal classroom training as required. Performs precision measurements, calibrations, modifications, maintenance and repair actions, and other functions as necessary in all areas of laboratory operations. Assists in obtaining and maintaining laboratory QA accreditation.

This RF/Microwave discipline includes such measurement areas as impedance, attenuation, directivity, power, frequency (above 500 MHz), phase, pulse code modulation, VSWR, noise, sensitivity, gain; and encompasses the repair, calibration, and/or modification of items such as waveguide/coaxial frequency meters, RF signal generators, RF attenuators, spectrum analyzers, TACAN test sets, waveguide and coaxial directional couplers, RF power meters, VSWR indicators, slotted lines, RF Bridges, automated test equipment, and other complex RF/microwave equipment.

QUALIFICATIONS:

A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics

B. An Associate degree in electronics technology from an accredited school and have eight (8) years work experience

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 17 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

operating, maintaining, troubleshooting, repairing, and calibrating electronic precision measurement equipment and calibration laboratory reference standards. OR

C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND

D. Eight (8) years experience operating, maintaining, troubleshooting, repairing, and calibrating electronic Test, Measurement and Diagnostic Equipment (TMDE) Experience with equipment such as analog and digital multimeters, electronic counters, function generators, signal generators, analog and digital tape recorders, oscilloscopes, spectrum analyzers, and calibration laboratory measurement standards.

E. At least three (3) years experience in RF/Microwave calibration.

F. Demonstrated experience in troubleshooting IM&TE and calibration reference standards by making measurements with test equipment to identify problems to the component level and demonstrated basic electronic construction and repair skills including soldering and wiring – including the ability to perform these functions on delicate circuit cards.

ADVISORY CALIBRATION TECHNICIAN, LOGISTICS Skill Group: 2.3

Individual(s) shall perform but are are not limited to CORE TASK 5; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Provides training and guidance to KAF personnel and other GOK personnel concerning metrology related matters such as the conduct of laboratory operations and the resolution of customer support problems. Provides in-depth expertise in logistics and material support categories and can provide OJT or formal classroom training as required. Performs other functions as necessary in all areas of laboratory operations. Assists in obtaining and maintaining laboratory QA accreditation.

Provides guidance and expertise in the development of logistics support plans and procedures for the KAFMB. Provide development guidance for revised and/or new methods concerning material support systems. The contractor shall support the procurement process for new material, services, and facilities. Provide guidance in the areas of acquisition, procurement and requisitioning, distribution, accountability, financial management, record keeping, equipment scheduling and movement, equipment tracking and other matters pertaining to material/production control requirements.

Maintains accurate and timely control of laboratory material acquisition functions and provide daily guidance to other logistics personnel. Prepare recommended revisions to the Material Control operational procedures as required. Coordinate with Kuwait Air Force Supply, the NAVAIR Metrology Calibration Standards Support Team (NMCSST), and other metrology activities as necessary to ensure a timely completion of material acquisition actions.

Support the development of logistics support plans and procedures of the KAFMB, including:

(a) Provide support in conducting continuous and extensive studies of existing material support systems and provide recommendations for consideration in the development of revised methods and/or procedures.

(b) Support the establishment and management of a KAF local procurement program that permits the Metrology Branch management to procure readily available material from local sources for facility upgrade and urgent calibration requirements.

(c) Train GOK personnel assigned to the logistics services division in areas of procurement, distribution, inventory control, financial accounting and record keeping.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 18 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

QUALIFICATIONS:

- A. Six (6) years experience supporting inventory management, with two (2) years in supply system management within the last five (5) years.
- B. Demonstrated background in automated supply system management or development.
- C. Previous experience in U.S. military supply system procurement and inventory management.
- D. At least (2) years experience working in Calibration Production control.

ADVISORY CALIBRATION TECHNICIAN, ELECTRONICS Skill Group: 2.4

Individual(s) shall perform but are are not limited to CORE TASKS 3 and 7; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Provides training and advice for repair, calibration, and modification of the wide variety of complex precision measurement equipment utilized by the GOK activities. Provides technical and procedural advice and guidance to KAF personnel and other GOK personnel concerning metrology related matters such as the repair, calibration or modification of precision measurement equipment, the conduct of laboratory operations and the resolution of customer measurement problems. Provides in-depth technical expertise in one or more of the following disciplinary categories and can provide OJT or formal classroom training as required. Performs precision measurements, calibrations, modifications, maintenance and repair actions, and other functions as necessary in all areas of laboratory operations. Assists in obtaining and maintaining, laboratory QA accreditation.

Calibrates, modifies, and repairs automated/specialized electronic test equipment and systems as well as general-purpose test equipment. Provides on-the-job training in the area of his expertise.

QUALIFICATIONS:

- A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics.
- B. An Associate degree in electronics technology from an accredited school and have eight (8) years work experience operating, maintaining, troubleshooting, repairing, and calibrating electronic precision measurement equipment and calibration laboratory reference standards. OR
- C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND
- D. Eight (8) years experience operating, maintaining, troubleshooting, repairing and calibrating electronic Test, Measurement and Diagnostic Equipment (TMDE)

ADVISORY CALIBRATION TECHNICIAN, PHYSICAL/DIMENSIONAL Skill Group 2.5

Individual(s) shall perform but are are not limited to CORE TASKS 3 and 7; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Provides training and advice for repair, calibration, and modification of the wide variety of complex precision measurement equipment utilized by the GOK activities. Provides technical and procedural advice and guidance to KAF personnel and other GOK personnel concerning metrology related matters such as the repair, calibration or modification of precision measurement equipment, the conduct of laboratory operations and the resolution of customer measurement problems. Provides in-depth technical expertise in one or more of the following disciplinary

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 19 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

categories and can provide OJT or formal classroom training as required. Performs precision measurements, calibrations, modifications, maintenance and repair actions, and other functions as necessary in all areas of laboratory operations. Assists in obtaining and maintaining, laboratory QA accreditation.

Calibrates, modifies, and repairs automated/specialized physical/dimensional and electro-optical test equipment and systems as well as general purpose test equipment. The contractor shall provide on-the-job training in this area.

QUALIFICATIONS:

A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics.

B. An Associate degree with physics/mechanics from an accredited school and have eight (8) years work experience operating, maintaining, troubleshooting, repairing, and calibrating physical/dimensional precision measurement equipment and calibration laboratory reference standards. OR

C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND

D. Eight (8) years experience operating, maintaining, troubleshooting, repairing and calibrating physical/dimensional IM&TE.

SENIOR CALIBRATION TECHNICIAN, PHYSICAL/DIMENSIONAL Skill Group 3.1

Individual(s) shall perform but are are not limited to CORE TASK 3; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Performs repair, calibration, and modification of the wide variety of complex precision measurement equipment utilized by GOK activities. Provides technical assistance in their areas of expertise to lesser skilled technicians in one or more disciplines.

This discipline includes such measurement areas as length, parallelism, flatness, gaseous/liquid flow, viscosity, pressure, vacuum, temperature, torque, angle, vibration, humidity, weight, force and tension. It encompasses repair, calibration, and/or modification of items such as pressure/vacuum gages, tensiometers, thermometers, humidigraphs, flowmeters, optical flats, gauge blocks, torque wrenches, inclinometers, scales, balances and transducers.

QUALIFICATIONS:

A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics.

B. An Associate's degree with physics/mechanics from an accredited school and have six (6) years work experience operating, maintaining, troubleshooting, repairing, and calibrating physical/dimensional precision measurement equipment and calibration laboratory reference standards. OR

C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND

D. Six (6) years experience operating, maintaining, troubleshooting, repairing and calibrating physical/dimensional Test, Measurement and Diagnostic Equipment (TMDE).

SENIOR CALIBRATION TECHNICIAN, DC/LOW FREQUENCY Skill Group 3.2

Individual(s) shall perform but are are not limited to CORE TASK 3; other tasks shall be performed as required within requisite skill level.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 20 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

FUNCTION:

Performs repair, calibration, and modification of the wide variety of complex precision measurement equipment utilized by GOK activities. Provides technical assistance in their areas of expertise to lesser skilled technicians in one or more disciplines.

This discipline includes such measurement areas as voltage, current, power, resistance, capacitance, inductance, time and frequency (500 MHz and below), modulation and pulse characteristics. It encompasses repair, calibration and/or modification of items such as audio and low frequency signal generators, oscilloscopes, digital and analog voltmeters, AC/DC ammeters, wattmeters, electronic counters, pulse generators, resistance, capacitance, inductance bridges and other general purpose measuring equipment.

QUALIFICATIONS:

- A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics.
- B. An Associate's degree in electronics technology from an accredited school and have six (6) years work experience operating, maintaining, troubleshooting, repairing, and calibrating electronic precision measurement equipment and calibration laboratory reference standards. OR
- C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND
- D. Six (6) years experience operating, maintaining, troubleshooting, repairing and calibrating electronic Test, Measurement and Diagnostic Equipment (TMDE).

SENIOR CALIBRATION TECHNICIAN, RF/MICROWAVE Skill Group 3.3

Individual(s) shall perform but are are not limited to CORE TASK 3; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Performs repair, calibration, and modification of the wide variety of complex precision measurement equipment utilized by GOK activities. Provides technical assistance in their areas of expertise to lesser skilled technicians in one or more disciplines.

This discipline includes such measurement areas as impedance, attenuation, directivity, power, frequency (above 500 MHz), phase, pulse code modulation, VSWR, noise sensitivity and gain. It encompasses the repair, calibration, and/or modification of items such as waveguide/coaxial frequency meters, RF signal attenuators, spectrum analyzers, TACAN test sets, waveguide and coaxial directional couplers, RF power meters, VSWR indicators, slotted lines and other complex RF/microwave equipment.

QUALIFICATIONS:

- A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics.
- B. An Associate's degree in electronics technology from an accredited school and have six (6) years work experience operating, maintaining, troubleshooting, repairing, and calibrating electronic precision measurement equipment and calibration laboratory reference standards. OR
- C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 21 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

D. Six (6) years experience operating, maintaining, troubleshooting, repairing and calibrating electronic Test, Measurement and Diagnostic Equipment (TMDE).

E. Two (2) years (of the six (6) years) experience in RF/Microwave calibration.

SENIOR CALIBRATION TECHNICIAN, QUALITY MANAGER Skill Group 3.4

Individual(s) shall perform but are are not limited to CORE TASK 6; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Responsible for the overall quality system and its implementation. Exercises independent judgment on issues concerning ISO 17025 and KAF related Quality documents. Performs trend analysis quarterly. Develops and maintains the laboratory quality manual and quality system using KAF command directives and standardized template.

Additional Duties include:

(a) Assesses requirements, develops and maintains a complete Quality Assurance Program for the KAF Metrology Branch.

(b) Develop and maintain a Quality Control program that ensures a high quality product from all sections of the KAF Metrology Branch. Coordinates with KAF management, Quality Assurance, Laboratory Supervisors and Inspectors, Material/Production Control personnel and technicians to resolve problems and ensure an integrated effort.

(c) Develop, maintain and implement a Quality Assurance Program that ensures involvement of all management and technical levels in the implementation, updating and utilization of a quality oriented program.

(d) Develop a Quality Assurance Program for laboratory facility and related environmental control, development, operation and maintenance.

(e) Assist the Metrology Engineering Department in researching and developing a Primary Standards capability.

QUALIFICATIONS:

A. Completed a four (4) year degree in engineering, engineering technology, physics or a related technical field from an accredited college or university, with at least five years field experience OR

B. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND

C. Twelve (12) years experience in the calibration field with extensive experience in Quality Assurance.

D. Demonstrated knowledge of the requirements of calibration laboratory compliance and accreditation to ISO 17025.

SENIOR CALIBRATION TECHNICIAN, QUALITY ASSURANCE Skill Group 3.5

Individual(s) shall perform but are are not limited to CORE TASK 6; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Performs Quality Assurance audits on the laboratory Quality Control Program to ensure compliance with the KAFMP Quality Assurance instruction/procedures. Provide guidance to quality control personnel and assist the Quality Assurance Manager in developing and revising the Quality Assurance Program instructions. Ensure required reports

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 22 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

are submitted in a timely manner and maintain accurate Quality Assurance files and records. Act on behalf of the Quality Assurance Manager as directed.

Ensure that laboratory and customer equipment is repaired and/or calibrated in full compliance with applicable instructions, procedures and specifications. Including:

- (a) Ensure laboratory and customer equipment is maintained and calibrated in accordance with pertinent technical data.
- (b) Investigate customer complaints.
- (c) Maintain Certificates of Calibration file for laboratory standards.
- (d) Perform Random Sample/In-process inspections on a periodic basis.
- (e) Conduct periodic inspections to ensure standards of safety and facility/environmental requirements are met.
- (f) Inspect to insure that technical library publications are current.
- (g) Submit periodic reports summarizing QA inspection data.

QUALIFICATIONS:

- A. An Associate's degree in electronics or mechanical technology from an accredited school and have four (4) years work experience in the Quality Assurance field OR
- B. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND
- C. Four (4) years experience in the calibration field with experience in Quality Assurance.
- D. Demonstrated working knowledge of calibration laboratory compliance to ISO 17025.

SENIOR CALIBRATION TECHNICIAN, PRODUCTION CONTROL Skill Group 3.6

Individual(s) shall perform but are are not limited to CORE TASKS 4 and 9; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Maintains accurate and timely control of laboratory production scheduling and provide daily guidance to the Production Control Section personnel. Prepare recommended revisions to the Production Control operational procedures as required and ensure all functions of Production Control operate in an efficient manner.

Provide support in the daily scheduling of equipment, customer advice, pick-up and delivery service and other matters pertaining to Production Control. Including:

- (a) Pick-up and delivery of customer's equipment as scheduled by the recall system.
- (b) Provide direct interface with customer representatives to ensure they understand the KAF's calibration system's benefits and responsibilities.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 23 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

(c) Receive, process, and track equipment within the laboratory to ensure data is available to laboratory management for timely scheduling of calibration and repairs.

(d) Coordinate with customers to ensure calibration technicians have required information to perform efficient calibration and repair action.

Provide ADP support services to the Metrology Branch. Including:

(a) Determine management information requirements and source and format for management reports and statistical data.

(b) Analyze customer data support requirements and assist in determining overall ADP needs.

(c) As directed, implement metrology related ADP systems for automated recall of PME, work-in-progress reporting, production status reporting, cost accounting and standard hour development.

Provide for the developing, writing, debugging, verifying, analyzing, and validating and revising in-house computer programs as directed by management.

(a) Develop and write programs to store, manipulate, and retrieve technical data collected by metrology engineering.

(b) Develop programs for the implementation of projects required for the management and control of total in-house operations.

QUALIFICATIONS:

A. Two (2) years experience as a Calibration production control supervisor AND

B. One (1) year experience using US Navy MEASURE, or equivalent software designed to automate and control calibration laboratory production efforts, including asset recall for calibration maintenance , scheduling and production reporting OR

C. Six (6) years experience working as a calibration technician in support of any of the following disciplines: Physical/Dimensional, Direct Current/Low Frequency, Radio Frequency/Microwave AND

D. Successful completion of a formal course of training, or one (1) year on-the-job OJT, on the use of common application software such as database and spreadsheet programs and metrology related Automated Data Processing systems.

SENIOR ENGINEERING TECHNICIAN, FACILITIES MAINTENANCE Skill Group 3.7

Individual(s) shall perform but are are not limited to CORE TASK 8; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Supports Facility/Environmental Engineering in developing plans and programs to ensure all facilities within the Metrology Branch are supplied with appropriate structures and environmental controls necessary to perform required calibrations and repairs. Provide support to Facilities Maintenance Specialists in the performance of their daily tasks. Also develop maintenance actions for assignment to the Facilities Maintenance Specialists.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 24 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

Provide support in maintaining and operating the Metrology Branch's environmental, power and utility control and distribution systems. Including:

- (a) Support the installation, maintenance and operation of new or modified facility systems.
- (b) Modify and repair Metrology Branch building structural elements and systems
- (c) Support the installation, repair and modification of major calibration systems and related support systems.
- (d) Make recommendations to the Facilities Maintenance concerning new or improved metrology facilities.

QUALIFICATIONS:

A. Completed a four (4) year degree in mechanical engineering, engineering technology or a related technical field, from an accredited college or university OR

B. Five (5) years experience in maintaining an environmentally controlled facility, including developing facility plans related to environmental control in metrology and calibration laboratories. Electrical power production, or environmental systems experience/training may be used in lieu of metrology disciplinary skills.

SENIOR CALIBRATION TECHNICIAN, ELECTRICAL STANDARDS Skill Group 3.8

Individual(s) shall perform but are are not limited to CORE TASKS 3 and 7; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Performs repair, calibration, and modification of the wide variety of complex precision measurement equipment utilized by GOK activities. Provides quality assurance, production tracking, equipment control, and material control expertise. Provides technical and supervisory assistance in their areas of expertise to lesser skilled technicians in one or more disciplines.

Provides training and advice for repair, calibration, modification of the wide variety of complex precision measurement equipment utilized by the GOK Primary Electrical Standards Laboratory. Provides technical and procedural support to KAF personnel and other GOK personnel concerning metrology related matters such as the repair, calibration or modification of precision measurement equipment in primary electrical standards. Provides in-depth technical expertise in one or more of the following disciplinary categories and can provide OJT or formal classroom training as required. Performs precision measurements, calibrations, modifications, maintenance and repair actions, depot level rework and other functions as necessary in all areas of standards laboratory operations. Advise on upgrade of primary electrical standards. Conduct studies and statistical analysis of all disciplines within the primary electrical standards laboratory. Calculates measurement uncertainties and Test Uncertainty Ratios (TUR).

This discipline includes such measurement areas as voltage, current, power, resistance, capacitance, inductance, time and frequency, modulation and encompasses repair, calibration or modification of items such as audio and low frequency signal generators, oscilloscopes, digital and analog voltmeters, AC/DC ammeters, wattmeters, electronic counters, pulse generators, resistance, capacitance, inductance bridges, automated test equipment, and other general purpose measuring equipment.

QUALIFICATIONS:

A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics.

B. An Associate's degree in electronics technology from an accredited school and have six (6) years work experience operating, maintaining, troubleshooting, repairing, calibrating electronic precision measurement equipment and

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 25 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

calibration laboratory reference standards. OR

C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND

D. Eight (8) years experience operating, maintaining, troubleshooting, repairing and calibrating electronic Test, Measurement and Diagnostic Equipment (TMDE),

E. Demonstrated experience in conducting formal and on the job training.

F. Familiar with ISO 17025 laboratory requirements and procedures, including calculation of total uncertainty budgets for complex electrical standards within a metrology laboratory environment.

G. Experience in using engineering and statistical computer based applications/tools.

H. Experience in developing and presenting, in writing and orally, proposals on the development/upgrades of calibration systems and associated hardware.

SENIOR COMPUTER TECHNICIAN, SYSTEM ADMINISTRATOR Skill Group 3.9

Individual(s) shall perform but are are not limited to CORE TASK 9; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Maintains Metrology branch computer systems.

(a) Ensure that Metrology recall computer system at the Main laboratory and the FCAs are maintained. Be able to troubleshoot and repair all hardware and software problems as they occur.

(b) Be able to maintain, troubleshoot, upgrade, and repair hardware and software problems on the in-house Metrology computer SQL network server system.

(c) Have an understanding of basic software and database application design.

(d) Develop new software application programs as required.

As Systems Administrator, shall be responsible for the administrative and operational functions of the Metrology computer systems.

(a) Tasks will include installing all software, configuring servers and clients, managing and monitoring the systems, creating devices and databases, authorizing system users, transferring data in and out of SQL server databases, backing up and restoring databases and diagnosing system problems.

QUALIFICATIONS:

A. Associates degree from an accredited school, or equivalent military school, related to computer science, or computer engineering AND

B. Five (5) years experience as a network systems administrator.

C. Microsoft Certified System Engineer (MCSE) for Windows Server 2003 or later.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 26 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

CALIBRATION TECHNICIAN, DC/LOW FREQUENCY Skill Group 4.1

Individual(s) shall perform but are are not limited to CORE TASKS 3; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Performs repair, calibration and modification of the wide variety of complex precision measurement equipment utilized by GOK agencies.

This discipline includes such measurement areas as voltage, current, power, resistance, capacitance, inductance, time and frequency (500 MHz and below), modulation and pulse characteristics. It encompasses repair, calibration, or modification of items such as audio and low frequency signal generators, oscilloscopes, digital and analog voltmeters, AC/DC ammeters, wattmeters, electronic counters, pulse generators, resistance, capacitance, inductance, bridges and other general purpose measuring equipment. Power Production/Environmental systems experience/training may be used in lieu of above disciplinary skills as required. Typically, this knowledge would have been gained by the technician successfully completing a one-year certificate program in electronic technology from an accredited school or equivalent military training program.

QUALIFICATIONS:

- A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics.
- B. An Associate's degree in electronics technology from an accredited school and have four (4) years work experience operating, maintaining, troubleshooting, repairing, calibrating electronic precision measurement equipment and calibration laboratory reference standards. OR
- C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND
- D. Four (4) years experience operating, maintaining, troubleshooting, repairing and calibrating electronic Test, Measurement and Diagnostic Equipment (TMDE),

CALIBRATION TECHNICIAN, RF/MICROWAVE Skill Group 4.2

Individual(s) shall perform but are are not limited to CORE TASK 3; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Performs repair, calibration and modification of the wide variety of complex precision measurement equipment utilized by GOK agencies.

This discipline includes such measurement areas an impedance, attenuation, directivity, power, frequency (above 500 MHz), phase, pulse code modulation, VSWR, noise, sensitivity and gain. It encompasses the repair, calibration, or modification of items such as waveguide/coaxial frequency meters, RF signal generators, spectrum analyzers, TACAN test sets, waveguide and coaxial directional couplers, RF power meters, VSWR indicators, slotted lines and other complex RF/microwave equipment. Typically, this knowledge would have been gained by the technician successfully completing a one-year certificate program in electronic technology from an accredited school or equivalent U.S. military training program.

QUALIFICATIONS:

- A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 27 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

B. An Associate's degree in electronics technology from an accredited school and have four(4) years work experience operating, maintaining, troubleshooting, repairing, calibrating electronic precision measurement equipment and calibration laboratory reference standards. OR

C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm, AND

D. Four (4) years experience operating, maintaining, troubleshooting, repairing and calibrating electronic Test, Measurement and Diagnostic Equipment (TMDE), with one (1) year of the four (4) years experience in RF/Microwave section of a calibration laboratory. ,

CALIBRATION TECHNICIAN, PHYSICAL/DIMENSIONAL Skill Group 4.3

Individual(s) shall perform but are are not limited to CORE TASKS 3 and 6; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Performs repair, calibration and modification of the wide variety of complex precision measurement equipment utilized by GOK agencies.

This discipline includes such measurement areas as length, parallelism, flatness, gaseous/liquid flow, viscosity, pressure, vacuum, temperature, torque, angle, vibration, humidity, weight, force and tension. It encompasses repair, calibration, or modification of items such as pressure/vacuum gages, tensiometers, thermometers, humidigraphs, flowmeters, optical flats, gauge blocks, torque wrenches, inclinometers, scales, balances and transducers. Typically, this knowledge would have been gained by the technician successfully completing a one-year certificate program in electronic technology from an accredited school or equivalent U.S. military training program.

QUALIFICATIONS:

A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics.

B. An Associate's degree in physics/mechanical technology from an accredited school OR

C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm

D. Four (4) years experience operating, maintaining, troubleshooting, repairing and calibrating physical/dimensional Test, Measurement and Diagnostic Equipment (TMDE),

MAINTENANCE CONTROL TECHNICIAN, PRODUCTION CONTROL SkillGroup 4.4

Individual(s) shall perform but are are not limited to CORE TASK 6; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Provides assistance in the daily scheduling of equipment, customer advice, pick-up and delivery service and other matters pertaining to Production Control. Including:

(a) Pick-up and delivery of customer's equipment as scheduled by the recall system.

(b) Provide direct interface with customer representatives to ensure they understand the KAF's calibration system's benefits and responsibilities.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 28 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

(c) Receive, process, and track equipment within the laboratory to ensure data is available to laboratory management for timely scheduling of calibration and repairs.

(d) Coordinate with customers to ensure calibration technicians have required information to perform efficient calibration and repair action.

QUALIFICATIONS:

A. Two (2) years experience supporting maintenance production control efforts with one (1) year within the last five (5) years supporting a metrology laboratory OR

B. Completion of formal training program, or one (1) year OJT, on use of common database and spreadsheet computer applications, including calibration related Automated Data Processing systems AND

C. Working knowledge of U.S. military transportation systems.

Note: If on-the-job training is used to meet the mandatory training requirement, credit will not be given for work experience during the same time period.

CALIBRATION TECHNICIAN, QUALITY ASSURANCE Skill Group 4.5

Individual(s) shall perform but are are not limited to CORE TASK 6; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Ensures that laboratory and customer equipment is repaired and/or calibrated in full compliance with applicable instructions, procedures and specifications. Including:

- (a) Ensure laboratory and customer equipment is maintained and calibrated in accordance with pertinent technical data.
- (b) Investigate customer complaints.
- (c) Maintain Certificates of Calibration file for laboratory standards.
- (d) Perform Random Sample/In-process inspections on a periodic basis.
- (e) Conduct periodic inspections to ensure standards of safety and facility/environmental requirements are met.
- (f) Inspect to insure that technical library publications are current.
- (g) Submit periodic reports summarizing QA inspection data.

QUALIFICATIONS:

A. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm

B. At least one (1) year experience performing calibrations and repairs in a calibration laboratory

C. One (1) year experience working in a United States Navy, or equivalent, Quality Assurance position within the last (3) years .

SUPPLY TECHNICIAN, MATERIAL CONTROL Skill Group 4.6

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 29 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

Individual(s) shall perform but are are not limited to CORE TASK 5; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Prepares and forwards requisitions as required by the Metrology Branch. Maintain accurate and timely records of laboratory material acquisition functions. Assist in the preparation of recommended revisions to the Material Control operational procedures as required. Coordinate with Kuwait Air Force Supply, the Kuwait Support Group, and other metrology activities as necessary to ensure a timely completion of material acquisition actions.

Assist in the implementation the of logistics support plans and procedures of the Metrology Branch, including:

(a) Provide support in conducting continuous and extensive studies of existing material support systems and provide recommendations for consideration in the development of revised methods and/or procedures.

(b) Provide support in the establishment of a KAF local procurement program, which permits the Metrology Branch management to procure readily available material from local sources for facility upgrade and urgent calibration requirements.

(c) Provide support in the training of GOK personnel assigned to the logistics services division in areas of procurement, distribution, inventory control, financial accountability and record keeping.

QUALIFICATIONS:

A. Four (4) years experience supporting supply management with (2) years supporting a calibration laboratory within the last (5) years

B. Working knowledge of U.S. military transportation systems.

CALIBRATION TECHNICIAN, ELECTRICAL STANDARDS Skill Group 4.7

Individual(s) shall perform but are are not limited to CORE TASK 3; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Performs repair, calibration and modification of the wide variety of complex precision measurement equipment utilized by GOK agencies. It is anticipated that Engineering Technicians will be assigned as this job description states, but actual task assignments will be at the discretion of the Commander.

This discipline includes such measurement areas as voltage, current, power, resistance, capacitance, inductance, time and frequency, modulation and pulse characteristics. It encompasses repair, calibration or modification of items to Type I laboratory specifications primary standards such as standard cells, Primary and secondary standards such as voltage, current, resistance, capacitance, inductance calibrators, resistance, capacitance and inductance bridges. Typically, this knowledge would have been gained by the technician successfully completing a one-year certificate program in electronic technology from an accredited school or equivalent U.S. military training program.

QUALIFICATIONS:

A. A working knowledge of the basic concepts of electronics and science. This knowledge shall include basic electricity, electronics, circuit theory, digital logic, algebra, and physics

B. An Associate's degree in electronics technology from an accredited school OR

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 30 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

C. Completion of a U.S. military precision measurement and calibration program, a precision measurement and calibration school at an accredited school, or within a specialized calibration firm

D. Six (6) years experience operating, maintaining, troubleshooting, repairing and calibrating electronic Test, Measurement and Diagnostic (TMDE) and calibration laboratory reference standards, with (2) of those years working in a calibration Standards laboratory .

PUBLICATION TECHNICIAN, LIBRARIAN Skill Group 4.8

Individual(s) shall perform but are are not limited to CORE TASK 6; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Maintains current and valid technical data, publications, catalogs, and other reference material in an organized, readily accessible condition. Including:

- (a) Ensure proper classification and filing of all metrology technical data, publications and calibration procedures.
- (b) Ensure technical data is available and current. Request new data as existing data becomes obsolete. Develop procedures for conducting a periodic inventory of publications.
- (c) Ensure continued follow up of requests for technical publications. Refer long delay items to KAF management for resolution.

QUALIFICATIONS:

- A. Must be a graduate of a civilian or U.S. military school related to this area of expertise OR
- B. Have at least (3) years experience working in a similar position AND
- C. Must have experience in operating computer database systems and the handling of electronically stored information/media..

FACILITY TECHNICIAN, FACILITIES MAINTENANCE Skill Group 4.9

Individual(s) shall perform but are are not limited to CORE TASK 8; other tasks shall be performed as required within requisite skill level.

FUNCTION:

Provides Facility/Environmental Engineering in implementing plans and programs to ensure all facilities within the Metrology Branch are supplied with appropriate structures and environmental controls necessary to perform required calibrations and repairs.

Provide support in maintaining and operating the Metrology Branch's environmental, power and utility control and distribution systems. Including:

- (a) Provide support in the installation, maintenance and operation of new or modified facility systems.
- (b) Modify and repair Metrology Branch building structural elements and systems.
- (c) Support the installation, repair and modification of major calibration systems and related support systems.
- (d) Make recommendations to the Facilities Maintenance concerning new or improved metrology facilities.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 31 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

QUALIFICATIONS:

A. Must have (3) years experience in the area of facility maintenance to include AC, Electrical wiring, plumbing and general facility repair.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 32 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

SECTION D PACKAGING AND MARKING

5252.247-9507 PACKAGING AND MARKING OF REPORTS (NAVAIR) (OCT 2005)

(a) All unclassified data shall be prepared for shipment in accordance with best commercial practice. Classified reports, data and documentation, if any, shall be prepared for shipment in accordance with the National Industry Security Program Operating Manual, DoD 5220.22-M.

(b) The contractor shall prominently display on the cover of each report the following information:

- (1) Name and business address of contractor.
- (2) Contract Number/Delivery/Task order number.
- (3) Contract/Delivery/Task order dollar amount.
- (4) Whether the contract was competitively or non-competitively awarded.
- (5) Name of sponsoring individual.
- (6) Name and address of requiring activity.

5252.247-9514 TECHNICAL DATA PACKING INSTRUCTIONS (NAVAIR) (SEP 1999)

Technical Data and Information shall be packed and packaged for domestic shipment in accordance with best commercial practices. The package or envelope should be clearly marked with any special markings specified in this contract (or delivery/task order), e.g., Contract Number, CLIN, Device No., and document title must be on the outside of the package. Classified reports, data and documentation, if applicable, shall be prepared for shipment in accordance with Defense Industrial Manual for Safeguarding Classified Information, DoD 5520.22M.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 33 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

SECTION E INSPECTION AND ACCEPTANCE

5252.246-9514 INSPECTION AND ACCEPTANCE OF TECHNICAL DATA AND INFORMATION (NAVAIR) (FEB 1995)

Inspection and acceptance of technical data and information will be performed by the Procuring Contracting Officer (PCO) or his duly authorized representative. Inspection of technical data and information will be performed by ensuring successful completion of the requirements set forth in the DD Form 1423, Contract Data Requirements List (CDRL) and incorporation/resolution of Government review comments on the data items. Acceptance will be evidenced by execution of an unconditional DD Form 250, Material Inspection and Receiving Report, as appropriate, and/or upon receipt of a second endorsement acceptance by the PCO on the attachment to this contract entitled N/A. The attached form will not be used for high cost data such as drawings, specifications, and technical manuals.

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
4000	Destination	Government	Destination	Government
4050	Destination	Government	Destination	Government
6000	Destination	Government	Destination	Government
6050	Destination	Government	Destination	Government
4100	Destination	Government	Destination	Government
4150	Destination	Government	Destination	Government
6100	Destination	Government	Destination	Government
6150	Destination	Government	Destination	Government
4200	Destination	Government	Destination	Government
4250	Destination	Government	Destination	Government
6200	Destination	Government	Destination	Government
6250	Destination	Government	Destination	Government
4300	Destination	Government	Destination	Government
4350	Destination	Government	Destination	Government
6300	Destination	Government	Destination	Government
6350	Destination	Government	Destination	Government
7400	Destination	Government	Destination	Government
7450	Destination	Government	Destination	Government
9400	Destination	Government	Destination	Government
9450	Destination	Government	Destination	Government

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 35 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

4100	8/1/2011 - 7/31/2012
4150	8/1/2011 - 7/31/2012
4200	8/1/2012 - 7/31/2013
4250	8/1/2012 - 7/31/2013
4300	8/1/2013 - 7/31/2014
4350	8/1/2013 - 7/31/2014
6150	8/1/2011 - 7/31/2012
6200	8/1/2012 - 7/31/2013
6250	8/1/2012 - 7/31/2013
6300	8/1/2013 - 7/31/2014
6350	8/1/2013 - 7/31/2014
7400	8/1/2014 - 7/31/2015
7450	8/1/2014 - 7/31/2015
9400	8/1/2014 - 7/31/2015
9450	8/1/2014 - 7/31/2015

Services to be performed hereunder will be provided in Kuwait.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 36 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

SECTION G CONTRACT ADMINISTRATION DATA

SEA 5252.216-9122 LEVEL OF EFFORT (DEC 2000)

(a) The Contractor agrees to provide the total level of effort specified in the next sentence in performance of the work described in Sections B and C of this contract. The total level of effort for the performance of this contract shall be TBD total man-hours of direct labor, including subcontractor direct labor for those subcontractors specifically identified in the Contractor's proposal as having hours included in the proposed level of effort.

(b) Of the total man-hours of direct labor set forth above, it is estimated that 0 man-hours are uncompensated effort.

Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. All other effort is defined as compensated effort. If no effort is indicated in the first sentence of this paragraph, uncompensated 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 TBD 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.

(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:

Fee Reduction = Fee (Required LOE minus Expended LOE divided by 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

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 37 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

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 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) Deleted per Amendment 0001

(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.

PAYMENTS OF FEE(S) (LEVEL OF EFFORT) (NAVSEA) (MAY 1993)

(a) For purposes of this contract, "fee" means "target fee" in cost-plus-incentive-fee type contracts, "base fee" in cost-plus-award-fee type contracts, or "fixed fee" in cost-plus-fixed-fee type contracts for level of effort type contracts.

(b) The Government shall make payments to the Contractor, subject to and in accordance with the clause in this contract entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE", (FAR 52.216-10), as applicable. Such payments shall be equal to percent (%) of the allowable cost of each invoice submitted by and payable to the Contractor pursuant to the clause of this contract entitled "ALLOWABLE COST AND PAYMENT" (FAR 52.216-7), subject to the withholding terms and conditions of the "FIXED FEE" or "INCENTIVE FEE" clause, as applicable (percentage of fee is based on fee dollars divided by estimated cost dollars, including facilities capital cost of money). Total fee(s) paid to the Contractor shall not exceed the fee amount(s) set forth in this contract.

(c) The fee(s) specified in SECTION B, and payment thereof, is subject to adjustment pursuant to paragraph (g) of the special contract requirement entitled "LEVEL OF EFFORT." If the fee(s) is reduced and the reduced fee(s) is less than the sum of all fee payments made to the Contractor under this contract, the Contractor shall repay the excess amount to the Government. If the final adjusted fee exceeds all fee payments made to the contractor under this contract, the Contractor shall be paid the additional amount, subject to the availability of funds. In no event shall the Government be required to pay the Contractor any amount in excess of the funds obligated under this contract at the time of the discontinuance of work.

(d) Fee(s) withheld pursuant to the terms and conditions of this contract shall not be paid until the contract has been modified to reduce the fee(s) in accordance with the "LEVEL OF EFFORT" special contract requirement, or until the Procuring Contracting Officer has advised the paying office in writing that no fee adjustment is required.

5252.232-9513 INVOICING AND PAYMENT (WAWF) INSTRUCTIONS (MAR 2009)

(a) The following information is provided to assist the contractor in submitting invoices and receiving reports electronically through Wide Area Work Flow -- Receipt and Acceptance (WAWF) in accordance with DFARS 252.232-7003:

(1) Registration instructions, on-line training, user guides, quick reference guides, and other support documents and information can be found at the following website:

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 38 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

http://www.acquisition.navy.mil/rda/home/acquisition_one_source/ebusiness/don_ebusiness_solutions/wawf_overview

(2) Vendors should contact the following POCs for additional support with registration or other WAWF issues, based on the administration of their contract:

(i) DCMA-administered contracts: Contact the ACO at the cognizant Defense Contract Management Agency (DCMA) office found in the contract.

(ii) Locally-administered contracts: Contact your local NAVAIR/NAWC Pay Office (Commercial Accounts) at 301-342-9586 or DFAS via the numbers listed at www.dfas.mil

(3) Information on the electronic forms the contractor shall utilize to comply with DFARS 252.232-7003 is available on the WAWF <https://wawf.eb.mil/FuncInfo.html> and WAWF Training <http://www.wawftraining.com> websites.

(4) Back up documentation (such as timesheets, etc.) can be included and attached to the invoice in WAWF. Attachments created in any Microsoft Office product are attachable to the invoice in WAWF. Total limit for the size of files per invoice is 5 megabytes.

(b) The following information, regarding invoice routing DODAACs, must be entered for completion of the invoice in WAWF:

DoDAAC LOCATION TABLE						
Invoice Type:	-Select Combo for Fixed Price Supplies and Services -Select Cost Voucher for all Cost or T&M contracts or CLINs. -The 2-in-1 invoice is not authorized for use by NAVAIR -Questions? Call 1-866-618-5988					
DoDAAC Description	Located in Block					
	DD1155 (Destination Acceptance)	DD1155 (Source/ Origin Acceptance)	SF26	SF33	SF1449	SF1449 (Destination Acceptance)
Issuing Office DoDAAC	6	6	5	7	7	9
Administrating Office DoDAAC	7	7	6	24	26	16
Inspector's DoDAAC	See Schedule	See Schedule	11	See Schedule	See Schedule	See Schedule
Service Acceptor DoDAAC	14	See Schedule	11	See Schedule	See Schedule	15
Pay Office DoDAAC	15	16	12	25	27	18a

(c) Cost Vouchers also require the cognizant DCAA DoDAAC, which can be found by entering the contractor's zip code in the Audit Office Locator at <http://www.dcaa.mil>. Contractors approved by DCAA for direct billing will not process vouchers through DCAA, but may submit directly to DFAS. Final voucher submission will be approved by the ACO.

(d) For each invoice / cost voucher submitted for payment, the contractor shall also email the WAWF automated invoice notice directly to the following additional points of contact:

Name (or Clause w/Name)	Email	Phone	Role
See: 5252.201-9500 or	TBD	TBD	Technical Point of Contact

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 39 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

5252.201-9501			or Contracting Officer's Representative

SEA 5252.232-9104 ALLOTMENT OF FUNDS (MAY 1993)

(a) This contract is incrementally funded with respect to both cost and fee. The amount(s) presently available and allotted to this contract for payment of fee for incrementally funded contract line item number/contract subline item number (CLIN/SLIN), subject to the clause entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE" (FAR 52.216-10), as appropriate, is specified below. The amount(s) presently available and allotted to this contract for payment of cost for incrementally funded CLINs/SLINs is set forth below. As provided in the clause of this contract entitled "LIMITATION OF FUNDS" (FAR 52.232-22), the CLINs/SLINs covered thereby, and the period of performance for which it is estimated the allotted amount(s) will cover are as follows:

ITEM(S):
 ALLOTTED TO COST:\$
 ALLOTTED TO FEE:\$
 ESTIMATED PERIOD OF PERFORMANCE:

(To be provided at the task order level)

(b)The parties contemplate that the Government will allot additional amounts to this contract from time to time for the incrementally funded CLINs/SLINs by unilateral contract modification, and any such modification shall state separately the amount(s) allotted for cost, the amount(s) allotted for fee, the CLINs/SLINs covered thereby, and the period of performance which the amount(s) are expected to cover.

(c) CLINs/SLINs [] are fully funded and performance under these CLINs/SLINs is subject to the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable.

d) The Contractor shall segregate costs for the performance of incrementally funded CLINs/SLINs from the costs of performance of fully funded CLINs/SLINs.

FUNDING PROFILE

It is estimated that these incremental funds will provide for [if LOE, enter the number of hours; if completion or supply enter items and quantities] the following details funding to date:

Total
 Base Year:
 Total Cost Base Year - \$0.00
 Funds this Action - \$0.00 (\$0.00 Labor; \$0.00 ODC's)
 Previous Funding - \$0.00
 Funds Available - \$0.00
 Balance Unfunded - \$0.00

TASK ORDER MANAGER (TOM) APPOINTMENT (APR 2005)

(a) The Task Order Ordering Officer hereby appoints the following individual as the Task Order Manager

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 40 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

(TOM) for this task order:

Name: TBD

Code:

Mailing Address:

Telephone:

Commercial

DSN

(b) The TOM is responsible for those specific functions assigned in the Task Order Administration Plan, attached.

(c) Only the Task Order Ordering Officer has the authority to modify the terms of the task order. Therefore, in no event will any understanding, agreement, modification, change order, or other matter deviating from the terms of the basic contract or this task order between the contractor and any other person be effective or binding on the Government. If, in the opinion of the contractor, an effort outside the existing scope of this task order is requested, the contractor shall promptly notify the Task Order Ordering Office in writing. No action shall be taken by the contractor unless the Task Order Ordering Officer, PCO or ACO has issued a formal modification.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 41 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

SECTION H SPECIAL CONTRACT REQUIREMENTS

SECTION H

H-1 OPTION TO INCREASE SERVICES WITHIN THE PERIOD OF PERFORMANCE

- (a) The contract includes an option, per each period of performance, for an increase in services valued at ten percent (10%) of the total dollars of the Labor and ODC CLINs. This option may be exercised at the Government's discretion, if the Government determines a need for an increase in the level of effort, to be provided by the contractor, due to increased program in-scope requirements.
- (b) The use of this option does not provide an extension to the length of time of the current term, nor shall the entire contract exceed 5 years in duration.
- (c) The Government may exercise the option for increased services, in whole or in part, within the period of performance without obligation to exercise succeeding year option(s).
- (d) The exercise of an option for increased services within the period of performance may be accomplished at anytime during contract performance, but not later than thirty (30) calendar days prior to the expiration of the task order.
- (e) The Government will be required to give the contractor a preliminary written notice of its intent to exercise the option for increased services within the period of performance. The contractor shall be required to use the same hourly rates or Department of Labor hourly rates established for the current term and shall not exceed the 10% provided by the exercise of any option.
- (f) The Increased Services Option CLIN shall be 10% of the CLIN it supports during the current term. If the contractor anticipates acceleration of effort, greater than 10% during the current term, the contractor shall provide notice in accordance with clause SEA 5252.216-9122 "Level of Effort", (Dec 2000) of the contract.

5252.209-9510 ORGANIZATIONAL CONFLICTS OF INTEREST (NAVAIR) (SERVICES)(OCT 2005)

(a) Purpose. This clause seeks to ensure that the contractor (1) does not obtain an unfair competitive advantage over other parties by virtue of its performance of this contract, and (2) is not biased because of its current or planned interests (financial, contractual, organizational or otherwise) that relate to the work under this contract.

(b) Scope. The restrictions described herein shall apply to performance or participation by the contractor (as defined in paragraph (d)(7)) in the activities covered by this clause.

(1) The restrictions set forth in paragraph (e) apply to supplies, services, and other performance rendered with respect to the suppliers and/or equipment used in the performance of this contract.

(2) The financial, contractual, organizational and other interests of contractor personnel performing work under this contract shall be deemed to be the interests of the contractor for the purposes of determining the existence of an Organizational Conflict of Interest. Any subcontractor that performs any work relative to this contract shall be subject to this clause. The contractor agrees to place in each subcontract affected by these provisions the

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 42 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

necessary language contained in this clause.

(c) Waiver. Any request for waiver of the provisions of this clause shall be submitted in writing to the Procuring Contracting Officer. The request for waiver shall set forth all relevant factors including proposed contractual safeguards or job procedures to mitigate conflicting roles that might produce an Organizational Conflict of Interest. No waiver shall be granted by the Government with respect to prohibitions pursuant to access to proprietary data.

(d) Definitions. For purposes of application of this clause only, the following definitions are applicable:

- (1) "System" includes system, major component, subassembly or subsystem, project, or item.
- (2) "Nondevelopmental items" as defined in FAR 2.101.
- (3) "Systems Engineering" (SE) includes, but is not limited to, the activities in FAR 9.505-1(b).
- (4) "Technical direction" (TD) includes, but is not limited to, the activities in FAR 9.505-1(b).
- (5) "Advisory and Assistance Services" (AAS) are those services acquired from non-governmental sources to support or improve agency policy development or decision making; or, to support or improve the management of organizations or the operation of hardware systems. Such services may encompass consulting activities, engineering and technical services, management support services and studies, analyses and evaluations.
- (6) "Consultant services" as defined in FAR 31.205-33(a).
- (7) "Contractor", for the purposes of this clause, means the firm signing this contract, its subsidiaries and affiliates, joint ventures involving the firm, any entity with which the firm may hereafter merge or affiliate, and any other successor or assignee of the firm.
- (8) "Affiliates," means officers or employees of the prime contractor and first tier subcontractors involved in the program and technical decision-making process concerning this contract.
- (9) "Interest" means organizational or financial interest.
- (10) "Weapons system supplier" means any prime contractor or first tier subcontractor engaged in, or having a known prospective interest in the development, production or analysis of any of the weapon systems, as well as any major component or subassembly of such system.

(e) Contracting restrictions.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 43 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

(1) To the extent the contractor provides systems engineering and/or technical direction for a system or commodity but does not have overall contractual responsibility for the development, the integration, assembly and checkout (IAC) or the production of the system, the contractor shall not (i) be awarded a contract to supply the system or any of its major components or (ii) be a subcontractor or consultant to a supplier of the system or of its major components. The contractor agrees that it will not supply to the Department of Defense (either as a prime contractor or as a subcontractor) or act as consultant to a supplier of, any system, subsystem, or major component utilized for or in connection with any item or other matter that is (directly or indirectly) the subject of the systems engineering and/or technical direction or other services performed under this contract for a period of 3 years after the date of completion of the contract. (FAR 9.505-1(a))

(2) To the extent the contractor prepares and furnishes complete specifications covering nondevelopmental items to be used in a competitive acquisition, the contractor shall not be allowed to furnish these items either as a prime contractor or subcontractor. This rule applies to the initial production contract, for such items plus a specified time period or event. The contractor agrees to prepare complete specifications covering non-developmental items to be used in competitive acquisitions, and the contractor agrees not to be a supplier to the Department of Defense, subcontract supplier, or a consultant to a supplier of any system or subsystem for which complete specifications were prepared hereunder. The prohibition relative to being a supplier, a subcontract supplier, or a consultant to a supplier of these systems of their subsystems extends for a period of 3 years after the terms of this contract. (FAR 9.505-2(a)(1))

(3) To the extent the contractor prepares or assists in preparing a statement of work to be used in competitively acquiring a system or services or provides material leading directly, predictably and without delay to such a work statement, the contractor may not supply the system, major components thereof or the services unless the contractor is the sole source, or a participant in the design or development work, or a contractor involved in preparation of the work statement. The contractor agrees to prepare, support the preparation of or provide material leading directly, predictably and without delay to a work statement to be used in competitive acquisitions, and the contractor agrees not to be a supplier or consultant to a supplier of any services, systems or subsystems for which the contractor participated in preparing the work statement. The prohibition relative to being a supplier, a subcontract supplier, or a consultant to a supplier of any services, systems or subsystems extends for a period of 3 years after the terms of this contract. (FAR 9.505-2(a)(1))

(4) To the extent work to be performed under this contract requires evaluation of offers for products or services, a contract will not be awarded to a contractor that will evaluate its own offers for products or services, or those of a competitor, without proper safeguards to ensure objectivity to protect the Government's interests. Contractor agrees to the terms and conditions set forth in the Statement of Work that is established to ensure objectivity to protect the Government's interests. (FAR 9.505-3)

(5) To the extent work to be performed under this contract requires access to proprietary data of other companies, the contractor must enter into agreements with such other companies which set forth procedures deemed adequate by those companies (i) to protect such data from unauthorized use or disclosure so long as it remains proprietary and (ii) to refrain from using the information for any other purpose other than that for which it was furnished. Evidence of such agreement(s) must be made available to the Procuring Contracting Officer upon request. The contractor shall restrict access to proprietary information to the minimum number of employees necessary for performance of this contract. Further, the contractor agrees that it will not utilize proprietary data obtained from such other companies in preparing proposals (solicited or unsolicited) to perform additional services or studies for the United States Government. The contractor agrees to execute agreements with companies furnishing proprietary data in connection with work performed under this contract, obligating the contractor to protect such data from unauthorized use or disclosure so long as such data remains proprietary, and to furnish copies of such agreement to the Contracting Officer. Contractor further agrees that such proprietary data shall not be used in performing for the Department of Defense additional work in the same field as work performed under this contract if such additional work is procured competitively. (FAR 9.505-4(b))

(6) Preparation of Statements of Work or Specifications. If the contractor under this contract

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 44 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

assists substantially in the preparation of a statement of work or specifications, the contractor shall be ineligible to perform or participate in any capacity in any contractual effort (solicited or unsolicited) that is based on such statement of work or specifications. The contractor shall not incorporate its products or services in such statement of work or specifications unless so directed in writing by the Contracting Officer, in which case the restrictions in this subparagraph shall not apply. Contractor agrees that it will not supply to the Department of Defense (either as a prime contractor or as a subcontractor) or act as consultant to a supplier of, any system, subsystem or major component utilized for or in connection with any item or work statement prepared or other services performed or materials delivered under this contract, and is procured on a competitive basis, by the Department of Defense with 3 years after completion of work under this contract. The provisions of this clause shall not apply to any system, subsystem, or major component for which the contractor is the sole source of supply or which it participated in designing or developing. (FAR 9.505-4(b))

(7) Advisory and Assistance Services (AAS). If the contractor provides AAS services as defined in paragraph (d) of this clause, it shall be ineligible thereafter to participate in any capacity in Government contractual efforts (solicited or unsolicited) which stem directly from such work, and the contractor agrees not to perform similar work for prospective offerors with respect to any such contractual efforts. Furthermore, unless so directed in writing by the Contracting Officer, the contractor shall not perform any such work under this contract on any of its products or services, or the products or services of another firm for which the contractor performs similar work. Nothing in this subparagraph shall preclude the contractor from competing for follow-on contracts for AAS.

(f) Remedies. In the event the contractor fails to comply with the provisions of this clause, such noncompliance shall be deemed a material breach of the provisions of this contract. If such noncompliance is the result of conflicting financial interest involving contractor personnel performing work under this contract, the Government may require the contractor to remove such personnel from performance of work under this contract. Further, the Government may elect to exercise its right to terminate for default in the event of such noncompliance. Nothing herein shall prevent the Government from electing any other appropriate remedies afforded by other provisions of this contract, or statute or regulation.

(g) Disclosure of Potential Conflicts of Interest. The contractor recognizes that during the term of this contract, conditions may change which may give rise to the appearance of a new conflict of interest. In such an event, the contractor shall disclose to the Government information concerning the new conflict of interest. The contractor shall provide, as a minimum, the following information:

(1) a description of the new conflict of interest (e.g., additional weapons systems supplier(s), corporate restructuring, new first-tier subcontractor(s), new contract) and identity of parties involved;

(2) a description of the work to be performed;

(3) the dollar amount;

(4) the period of performance; and

(5) a description of the contractor's internal controls and planned actions, to avoid any potential organizational conflict of interest.

**5252.232-9509 REIMBURSEMENT OF TRAVEL, PER DIEM, AND SPECIAL MATERIAL COSTS (NAVAIR)
(OCT 2006)**

(a) Area of Travel. Performance under this contract may require travel by contractor personnel. If travel, domestic

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 45 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

or overseas, is required, the contractor is responsible for making all necessary arrangements for its personnel. These include but are not limited to: medical examinations, immunizations, passports/visas/etc., and security clearances. All contractor personnel required to perform work on any U.S. Navy vessel shall obtain boarding authorization from the Commanding Officer of the vessel before boarding.

(b) Travel Policy. The Government will reimburse the contractor for allowable travel costs incurred by the contractor in performance of the contract in accordance with FAR Subpart 31.2. Travel required for tasks assigned under this contract shall be governed in accordance with: Federal Travel Regulations, prescribed by the General Services Administration for travel in the conterminous 48 United States, (hereinafter the FTR); Joint Travel Regulation, Volume 2, DoD Civilian Personnel, Appendix A, prescribed by the Department of Defense, for travel in Alaska, Hawaii, The Commonwealth of Puerto Rico, and territories and possessions of the United States (hereinafter JTR); and Standardized Regulations (Government Civilians, Foreign Areas), Section 925, "Maximum Travel Per Diem Allowances for Foreign Areas," prescribed by the Department of State, for travel in areas not covered in the FTR or JTR (hereinafter the SR).

(c) Travel. Travel and subsistence are authorized for travel beyond a fifty-mile radius of the contractor's office whenever a task assignment requires work to be accomplished at a temporary alternate worksite. No travel or subsistence shall be charged for work performed within a fifty-mile radius of the contractor's office. The contractor shall not be paid for travel or subsistence for contractor personnel who reside in the metropolitan area in which the tasks are being performed. Travel performed for personal convenience, in conjunction with personal recreation, or daily travel to and from work at the contractor's facility will not be reimbursed.

(1) For travel costs other than described in paragraph (c) above, the contractor shall be paid on the basis of actual amount paid to the extent that such travel is necessary for the performance of services under the contract and is authorized by the COR in writing.

(2) When transportation by privately owned conveyance is authorized, the contractor shall be paid on a mileage basis not to exceed the applicable Government transportation rate as contained in the FTR, JTR or SR. Authorization for the use of privately owned conveyance shall be indicated in the basic contract. Distances traveled between points shall be shown on invoices as listed in standard highway mileage guides. Reimbursement will not exceed the mileage shown in the standard highway mileage guides.

(3) The contractor agrees, in the performance of necessary travel, to use the lowest cost mode commensurate with the requirements of the mission as set forth in the basic contract and in accordance with good traffic management principles. When it is necessary to use air or rail travel, the contractor agrees to use coach, tourist class, or similar accommodations to the extent consistent with the successful and economical accomplishment of the mission for which the travel is being performed.

(4) The contractor's invoices shall include receipts or other evidence substantiating actual costs incurred for authorized travel. In no event will such payments exceed the rates of common carriers.

(d) Vehicle and/or Truck Rentals. The contractor shall be reimbursed for actual rental/lease of special vehicles and/or trucks (i.e., of a type not normally used by the contractor in the conduct of its business) only if authorized in the basic contract or upon approval by the COR. Reimbursement of such rental shall be made based on actual amounts paid by the contractor. Use of rental/lease costs of vehicles and/or trucks that are of a type normally used by the contractor in the conduct of its business are not subject to reimbursement.

(e) Car Rental. The contractor shall be reimbursed for car rental, exclusive of mileage charges, as authorized in the basic contract or upon approval by the COR, when the services are required to be performed beyond the normal commuting distance from the contractor's facilities. Car rental for a team on TDY at one site will be allowed for a minimum of four (4) persons per car, provided that such number or greater comprise the TDY team.

(f) Per Diem. The contractor shall not be paid for per diem for contractor personnel who reside in the metropolitan areas in which the tasks are being performed. Per Diem shall not be paid on services performed within a fifty-mile radius of the contractor's home office or the contractor's local office. Per Diem is authorized for contractor personnel beyond a fifty-mile radius of the contractor's home or local offices whenever a task assigned requires work to be done at a temporary alternate worksite. Per Diem shall be paid to the contractor only to the extent that overnight stay is necessary and authorized under this contract. The authorized per diem rate shall be the same as the prevailing per diem in the worksite locality. These rates will be based on rates contained in the FTR, JTR or SR. The applicable rate

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 46 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

is authorized at a flat seventy-five (75%) percent on the day of departure from contractor's home or local office, and on the day of return. Reimbursement to the contractor for per diem shall be limited to actual payments to per diem defined herein. The contractor shall provide actual payments of per diem defined herein. The contractor shall provide supporting documentation for per diem expenses as evidence of actual payment.

(g) Shipboard Stays. Whenever work assignments require temporary duty aboard a Government ship, the contractor will be reimbursed at the per diem rates identified in paragraph C8101.2C or C81181.3B(6) of the Department of Defense Joint Travel Regulations, Volume II.

(h) Special Material. "Special material" includes only the costs of material, supplies, or services which is peculiar to the ordered data and which is not suitable for use in the course of the contractor's normal business. It shall be furnished pursuant to specific authorization approved by the COR. The contractor will be required to support all material costs claimed by its costs less any applicable discounts. "Special materials" include, but are not limited to, graphic reproduction expenses, or technical illustrative or design requirements needing special processing.

5252.242-9515 RESTRICTION ON THE DIRECT CHARGING OF MATERIAL (NAVAIR) (JUL 1998)

(a) The term "material" includes supplies, materials, parts, equipment, hardware, and Information Technology (IT) resources including equipment, services and software. This is a service contract and the procurement of material of any kind that are not incidental to and necessary for contract performance may be determined to be unallowable costs pursuant to FAR Part 31. No materials may be acquired under the contract without the prior written authorization of the Contracting Officer's Representative (COR). IT resources may not be procured under the material line item of this contract unless the approvals required by Department of Defense purchasing procedures have been obtained. Any material provided by the contractor is subject to the requirements of the Federal Acquisition Regulation (FAR), the Defense Federal Acquisition Regulation Supplement (DFARS), and applicable Department of the Navy regulations and instructions.

(b) Prior written approval of the COR shall be required for all purchases of materials. If the contractor's proposal submitted for a task order includes a list of materials with associated prices, then the COR's acceptance of the contractor's proposal shall constitute written approval of those purchases.

(c) The costs of general purpose business expenses required for the conduct of the contractor's normal business operations will not be considered an allowable direct cost in the performance of this contract. General purpose business expenses include, but are not limited to, the cost for items such as telephones and telephone charges, reproduction machines, word processing equipment, personal computers and other office equipment and office supplies.

5252.243-9504 AUTHORIZED CHANGES ONLY BY THE CONTRACTING OFFICER (NAVAIR) (JAN 1992)

(a) Except as specified in paragraph (b) below, no order, statement, or conduct of Government personnel who visit the contractor's facilities or in any other manner communicates with contractor personnel during the performance of this contract shall constitute a change under the "Changes" clause of this contract.

(b) The contractor shall not comply with any order, direction or request of Government personnel unless it is issued in writing and signed by the Contracting Officer, or is pursuant to specific authority otherwise included as a part of this contract.

(c) The Contracting Officer is the only person authorized to approve changes in any of the requirements of this contract and notwithstanding provisions contained elsewhere in this contract, the said authority remains solely the Contracting Officer's. In the event the contractor effects any change at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in charges incurred as a result thereof. The address and telephone number of the Contracting Officer is: AIR 2.5.1.6

47123 Buse Road, Bldg 441
Patuxent River, MD 20670

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 47 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

(301)757-9719

252.233-7001 CHOICE OF LAW (Overseas) (Jun 1997)

This contract shall be construed and interpreted in accordance with the substantive laws of the United States of America. By the execution of this contract, the Contractor expressly agrees to waive any rights to invoke the jurisdiction of local national courts where this contract is performed and agrees to accept the exclusive jurisdiction of the United States Armed Services Board of Contract Appeals and the United States Court of Federal Claims for the hearing and determination of any and all disputes that may arise under the Disputes clause of this contract.

252.222-7002 COMPLIANCE WITH LOCAL LABOR LAWS (OVERSEAS) (JUN 1997)

(a) The Contractor shall comply with all

- (1) Local laws, regulations, and labor union agreements governing work hours; and
- (2) Labor regulations including collective bargaining agreements, workers' compensation, working conditions, fringe benefits, and labor standards or labor contract matters.

(b) The Contractor indemnifies and holds harmless the United States Government from all claims arising out of the requirements of this clause. This indemnity includes the Contractor's obligation to handle and settle, without cost to the United States Government, any claims or litigation concerning allegations that the Contractor or the United States Government, or both, have not fully complied with local labor laws or regulations relating to the performance of work required by this contract.

(c) Notwithstanding paragraph (b) of this clause, consistent with paragraphs 31.205-15(a) and 31.205-47(d) of the Federal Acquisition Regulation, the Contractor will be reimbursed for the costs of all fines, penalties, and reasonable litigation expenses incurred as a result of compliance with specific contract terms and conditions or written instructions from the Contracting Officer.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 48 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

SECTION I CONTRACT CLAUSES

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 5 days; 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.

5252.204-9504 DISCLOSURE OF CONTRACT INFORMATION (JAN 2007)

(a) The Contractor shall not release to anyone outside the Contractor's organization any unclassified information (e.g., announcement of contract award), regardless of medium (e.g., film, tape, document), pertaining to any part of this contract or any program related to this contract, unless the Contracting Officer has given prior written approval.

(b) Requests for approval shall identify the specific information to be released, the medium to be used, and the purpose for the release. The Contractor shall submit its request to the Contracting Officer at least ten

(10) days before the proposed date for release.

(c) The Contractor agrees to include a similar requirement in each subcontract under this contract. Subcontractors shall submit requests for authorization to release through the prime contractor to the Contracting Officer.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 49 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

SECTION J LIST OF ATTACHMENTS

SECTION J

Exhibit A – DD 1423 Contract Data Requirements List

Attachments (in the order they appear in the task order, as required)

- Attachment 1- Specific Functions and Personnel Qualifications
- Attachment 2- DD Form 254, Contract Security Classification Specification-TBD
- Attachment 3- Quality Assurance Surveillance Plan
- Attachment 4 Task Order Manager Appointment Letter (Incorporated during award)
- Attachment P5- Workforce Qualifications
- Attachment P6- Workforce Hour Matrix
- Attachment P7- Past Performance Matrix
- Attachment P8- Past Performance Questionnaire
- Attachment P9- CLIN Breakout

-

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 50 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

SECTION K REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS

The requirement for Annual Representation and Certifications at 52.204-8 applies at the basic multiple award contract (MAC) level for each Offeror. Offerors are not required to submit representation or certifications in response to this solicitation or its subsequent Task Order award, if any. All requests for representation or rerepresentation shall come from the MAC Contracting Officer in accordance with the terms of the basic contract.

The Ordering Officer will consider quoter's size/socioeconomic status as defined within the SeaPort-e portal at the following web address: <https://auction.seaport.navy.mil/Bid/PPContractListing.aspx>

5252.209-9511 ORGANIZATIONAL CONFLICT OF INTEREST REPRESENTATION (NAVAIR)(SERVICES) (JUL 1989)

This solicitation contains an organizational conflicts of interest clause in Section H, which is to appear in the awarded contract. Along with their proposals, offerors must check the appropriate box below:

Information concerning a conflict of interest, as identified in NAVAIR 5252.209-9510, is provided.

No conflict of interest exists.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 51 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

SECTION L INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

L.1A Industry Day Information

NA

L.1B Industry Day Information

NA

L.2 Pre-Proposal Conference

NA

L3 Proposal Instructions

1.0 GENERAL

1.1 This task order is reserved for only those contractors, which have Zone 2 National Capital Zone identified in section B of their SeaPort-e contract. Proposals from other contractors will not be considered. The North American Industry Classification Code System (NAICS) code for this requirement is 541330 which have a small business size standard of \$27M.

1.2 This task order will be awarded based upon full and open competition.

1.3 The Government intends to award a single Cost Plus Fixed Fee type task order with one base year and four options as a result of this solicitation. Each offeror shall submit a proposal that clearly and concisely describes and defines the offeror's response to the requirements of this solicitation. Use of general or vague statements such as "standard procedures will be used" will not satisfy this requirement. Unnecessary elaboration or presentations beyond that sufficient to present a complete and effective proposal are not desired and may be construed as an indication of the offeror's lack of understanding. Elaborate artwork and expensive visual or other presentation aids are neither necessary nor desired.

1.4 Each offeror must submit an offer/proposal and other information in strict accordance with these instructions. Each offeror's submission shall be screened by the Contracting Officer (KO) or a designee upon receipt to ensure compliance with the instructions contained in the Request for Proposal (RFP).

1.5 The Task order award shall be made in accordance with contract clause H-5 TASK ORDER PROCESS and the following information contained in Sections L and M. Each offeror must submit a proposal including information pertaining to technical capability and supporting cost or price data.

1.6 QUESTIONS: Offerors may submit questions requesting clarification of solicitation requirements on the Proposal Event Site. It is requested that all questions be received within five (5) days of the date this solicitation was posted.

1.7 Reserved

1.8 DISCUSSIONS: Discussions are not contemplated at this time but the Government reserves the right to hold discussions with offerors should the need arise. Therefore, do not submit an offer that takes exception to any term or condition of this RFP, propose any additional term or condition, or omit any required information. The Offeror's initial proposal should contain the Offeror's best terms from a cost or price and technical standpoint. However, in accordance with clause H-5 Task Order Process, of the contract, the Government may contact any or all or a limited number of awardees with questions concerning their responses as permitted under FAR Part 16.

1.9 ESTIMATED DATE OF AWARD: For proposal purposes the estimated date of Task order award is anticipated to be 01 August 2010. The estimated period of performance commences on 01 August 2010.

1.10 INSTRUCTIONS FOR SUBMISSION OF PROPOSALS

1.10.1 Proposals must be submitted electronically no later than 2:00 pm Eastern Time (ET) 05 March 2010 via the SeaPort-e

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 52 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

Site. In order to maximize efficiency and minimize the effort involved in the proposal evaluation process, all Offerors must comply with the following instructions for proposal format and content. Proposals that do not comply with these instructions may be considered deficient and may render the offeror ineligible for award.

1.11 PROPOSAL FORMAT

1.11.1 In order to maximize efficiency and minimize the time for proposal evaluation, all Offerors shall submit their proposals in accordance with the format and content specified. The electronic proposal shall be prepared so that if an evaluator prints the proposal it meets the following format requirements:

- 8.5 x 11 inch paper
- Single-spaced typed lines.
- Newspaper column formatting is not permitted.
- 1 inch margins on all sides
- Not smaller than a 10 point font without condensing
- Photographs, pictures or hyperlinks are not permitted
- Files shall be Microsoft Office 2003 compatible
- Tables are permitted
- No ZIP files
- No fold-out pages
- PDF files are permitted
- Cost format spreadsheet shall be in Microsoft Excel format with a file name extension of .xls
- All file names shall include title of the evaluation factor or subfactor

1.12 PROPOSAL CONTENT

1.12.1 Each proposal shall contain the following volumes/sections:

- Volume 1 Offer Letter
- Volume 2 Technical Proposal
- Volume 3 Past Performance
- Volume 4 Cost/Price Proposal

1.12.2. COST OR PRICING INFORMATION MAY NOT APPEAR ANYWHERE IN THE PROPOSAL OTHER THAN VOLUME 4.

1.12.3 It is anticipated that adequate price competition exists for this solicitation. Therefore, in accordance with the Federal Acquisition Regulation, certified cost or pricing data is not required to be submitted with this proposal.

L4 Proposal Content

Proposal Organization and Page Limits:

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 53 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

Volume	Section	Title	RecommendedPage Count
(1)	1.0	Offer Letter/Section K	
	1.1	Offer Letter	2 pages
	1.2	Section K – Representations and Certifications (if applicable)	No page limit
(2)	2.0	Technical Proposal	
	2.1	Workforce	
		2.1.1 Workforce Qualifications Spreadsheet.	6 pages
		2.1.2 Labor category information	20 pages
		2.1.3 Key Personnel Resumes.	4 pages per resume (key personnel)
		2.1.4 Workforce Hour Matrix	10 pages for mix of personnel (key and non-key) and narrative
	2.2	Understanding of the Work	
		2.2.1 Statement of Work Approach	5 pages
		2.2.2 <u>Performance-Based Statement of Work-NA</u>	NA
		2.2.3 Sample Task-NA	NA
		2.2.4 Oral Presentation-NA	N/A
	2.3	Management Plan	25 pages
	2.4	RESERVED	N/A
	2.5	RESERVED	N/A
	2.6	RESERVED	N/A
(3)	3.0	Past Performance	
	3.1	Past Performance Matrix	10 pages
(4)	4.0	Price/Cost	No page limit
	4.2	Cost Summary/CLIN Breakout Spreadsheet	
	4.3	Subcontracting Plan-NA	NA

1.0 Volume 1-Offer Letter/Section K

1.1 Offer Letter

Identify at a minimum the Task Order (TO) solicitation number, enclosures being transmitted, contractor's SeaPort-e basic contract number, proposed subcontractors and team members to be utilized under the task order, the cage code, DCMA, DCAA, and DFAS for the prime contractor and all proposed subcontractors and team members, a statement regarding Representations and Certifications being incorporated or attached to offer, acknowledgement of solicitation amendments, and state the length of proposal validity (at least 120 days after proposal submission).

1.2 Completed Section K

1.3 Single or Split Award Information

The Government requires that Offerors' proposals include all items listed in the Section B Schedule. The Government does not intend to make a split award under this solicitation.

1.4 Teaming Arrangement documentation, if applicable

Provide a copy of any applicable teaming arrangement documentation.

2.0 Technical Proposal

* Note: No cost/pricing information shall be contained in the technical proposal.

2.1 Workforce

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 54 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

The offeror shall provide the following information:

2.1.1 Workforce Qualifications Spreadsheet. The offeror shall complete the attached Workforce Qualifications spreadsheet (Attachment P1) for each current, contingent, and prospective hire employee proposed under this effort. All contingent hires (key and non-key) shall have a letter of intent submitted under Volume 4. The letter of intent is a separate written agreement signed by the potential employee(s) to work for the offeror effective at task order award. Subcontractors and team members' shall provide this information either separately or included in the prime contractor's submission of this document.

The following definitions apply to section 2.1.1: A "contingent hire" is an individual who has committed, under a signed letter of intent, to being employed by the offeror if the offeror is awarded the task order. A "prospective hire" is an individual that the offeror has committed to hiring if the offeror is awarded the task order whose identity may not be known until after task order award.

2.1.2 Labor category information. The offeror shall submit labor category titles, functional responsibilities and labor qualifications for all key and non-key labor categories proposed under the proposed task order. The labor category title shall be consistent throughout the proposal. Functional responsibilities shall include the principal duties to be performed under that labor category on the proposed task order. Labor qualifications shall include experience and/or education requirements for all labor categories proposed. The labor qualification information proposed will be incorporated by reference into the resulting task order, thereby becoming the standards for use during performance of the effort.

2.1.2.1 Key Labor Categories. The offeror shall submit a list of the proposed key labor categories and applicable personnel.

2.1.3 Key Personnel Resumes.

2.1.3.1 For any proposed Key Personnel provide a resume of the work assignments, training, etc., that demonstrates the experience and specialized qualifications of each key person proposed. Resumes shall contain, at a minimum, the following information:

- Employee name
- Years of employment experience in chronological order including narrative description of duties and responsibilities
- Current position, title and employer
- Educational history
- Institution name, degree or certification earned, and year for all degrees or certifications earned
- Current level of security clearance and status (final, interim, or pending)

2.1.3.2 The Government may check educational background to verify degrees or certifications received.

2.1.4 Workforce Hour Matrix.

2.1.4.1 The offeror shall provide a breakdown of hours for each individual labor category proposed for the base and each option period of performance. The offeror must submit a labor category breakdown that covers the completion of the tasks in the SOW or the outcomes in the SOO in Section C of the solicitation in accordance with the format in the Workforce Hour Matrix (Attachment P2). Subcontractors' and team members' information shall be included under the prime contractor's submission. Rationale for the proposed labor categories and hours, and mix of personnel shall be provided in a narrative.

2.2 Understanding of the Work

2.2.1 Statement of Work Approach :

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 55 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

2.2.1.1 Provide a written narrative of the offeror's proposed understanding and capability to perform the requirements of the Performance Based Statement of Work (PBSOW). The narrative shall include, but is not limited to, the elements set forth below:

2.2.1.1.1 Provide a detailed description of the approach including a detailed step-by-step procedure and methodology which would be used in accomplishing each task

2.2.1.1.2 Identify reference documents that would be utilized to perform the PBSOW tasking

2.2.1.1.3 Provide a product outline describing what would be the expected deliverable(s) as a result of the tasking

2.2.1.1.4 Identify any areas that may impact successful performance

2.2.1.1.5 Provide a description of possible areas to be investigated in researching each task

2.2.1.1.6 Implementation plan that includes:

2.2.1.1.6.1 Manpower utilization to maintain an optimum level of support

2.2.1.1.6.2 Warranty of work, if applicable

2.2.1.1.6.3 Quality control of work product

2.2.1.1.6.4 Quality assurance plan to monitor performance based metrics

2.2.2 Performance-Based Statement of Work (PBSOW) Reserved

2.2.3 Sample Task-NA

2.2.4 Reserved

2.3 Management Plan

The offeror's management plan shall address the following:

2.3.1 Overall Management Approach: Offerors shall address in sufficient detail the following:

2.3.1.1 adequacy of management and resources to support the technical requirements of the solicitation and ability to function as a viable and productive partner with the Government

2.3.1.2 proposed management roles of the offeror's proposed workforce for this task order

2.3.1.3 proposed lines of responsibility, authority, and communication through which the tasks will be managed

2.3.1.4 procedures to be taken to ensure quality and cost control

2.3.1.5 processes for managing the task order from start to finish, including the role of the offeror's task order manager in product/process quality and how these functions are accommodated in the acquisition and overhead structures; and

2.3.1.6 plan for early identification and resolution of problems.

2.3.1.7 identification of potential performance risks and risk proposed risk mitigation strategies

2.3.2 Usage of Teaming, Personnel, and Subcontractors: Offerors shall present in sufficient detail the following:

2.3.2.1 Subcontract Management Plan. Prime Contractor shall detail how the subcontractors will be managed to ensure cohesive integration into the overall management approach;

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 56 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

2.3.2.2 description of the integration of the teaming partners into the overall management approach and how the offeror will leverage their strengths to increase value to the customer through technical leadership, quality assurance, and process improvement;

2.3.2.3 how and why selected subcontractor(s) were chosen, which knowledge and skills the offeror will be acquiring through each subcontract, the level of subcontract effort expected; and

2.3.2.4 how the offeror will maintain control during the performance of work.

2.3.3 Qualification/Recruitment/Retention: Offerors shall present in sufficient detail the following:

2.3.3.1 qualification/recruitment/retention procedures that would provide workforce improvements and upgrade the skills of highly trained and motivated personnel;

2.3.3.2 description of its process for qualifying personnel to perform PBSOW tasks;

2.3.3.3 explanation of approaches for maintaining technical competence to perform the tasks in the PBSOW; and

2.3.3.4 employee retention plan.

2.3.4 Transition Plan: The services under this solicitation are vital to the Government and must be continued without interruption. The offeror is required to submit a written narrative delineating a transition plan that ensures a smooth workplace changeover from an incumbent with no loss of service and minimal loss of corporate knowledge. The plan should take into consideration the following elements as well as any additional elements deemed necessary by the offeror:

2.3.4.1 Work Turnover. The offeror shall provide a plan of action to effectively transfer tasked work that is in process at the expiration of the current contract from the incumbent to the successful offeror.

2.3.4.2 NMCI Desktop issues. The offeror shall provide a plan of action to address NMCI transfers between the incumbent and the successful offeror.

2.3.4.3 Quality Assurance. The offeror shall provide a plan of action to ensure continuation of quality review processes during the transition period from the incumbent to the successful offeror.

2.3.4.4 Training. The offeror shall provide a plan of action to implement personnel training needed during the transition period to ensure continuity between the services provided by the incumbent and the successful offeror.

2.3.4.5 Risk Mitigation Strategies. The offeror shall provide a plan of action to mitigate contract performance risks encountered during the transition period.

2.3.4.6 Security Requirement to include OPSEC, facility clearances and base access. The offeror shall provide a plan to implement the required security clearances and physical access requirements of the contract during the transition period so that service is not interrupted.

2.3.4.7 Data Transfer. The offeror shall provide a plan of action for the efficient inventory and transfer of program data from the incumbent to the successful offeror.

2.4 Corporate Experience-NA

2.5 Small Business Subcontract Management Approach (for unrestricted competition)- NA

2.6 Software Development Approach- NA

3.0 PAST PERFORMANCE

3.1 The offeror shall identify on the Past Performance Matrix (Attachment P7) contracts whose performance is within five years of this proposal submission and contains efforts similar to those efforts, e.g., tasks, contract type, location, contract dollar value, etc., required by this solicitation for itself, primary subcontractors, and critical team members. A primary

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 57 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

subcontractor is defined as any subcontractor who is providing at least 20% of the total labor cost proposed. Commercial contracts may be included. These contracts should be the same contracts identified in the Corporate Experience Section, if this Technical subfactor is applicable to this procurement, but only those that are within five years of this proposal submission. When possible, these contracts should include at least five contracts for the prime contractor, and two contracts for each primary subcontractor.

3.2 If a past performance problem has been identified, describe the status of the improvement efforts and, where applicable, demonstrate the impact that the improvement effort had on resolving the problem such that it would not reoccur for each contract identified on the Past Performance Matrix (Attachment P7).

3.3 FOR CONTRACTS THAT ARE CURRENTLY IN THE CONTRACTOR PERFORMANCE ASSESSMENT REPORTING SYSTEM (CPARS), AND FOR WHICH ANNUAL REPORTING HAS BEEN PERFORMED, DO NOT SEND THE PAST PERFORMANCE QUESTIONNAIRE FOR SERVICES TO THE CUSTOMER.

3.4 For contracts that have Contractor Performance Assessment Reports (CPARs) that are more than 12 months old the offeror will complete items numbered 1 through 8 on page 1 of the Past Performance Questionnaire Package for Services (Attachment P8) and forward it to the contract customer's Program Manager **to address only the items numbered 9 to 15 on page 1**. For all contracts identified **which do not have CPARs**, the offeror will complete items numbered 1 through 8 page 1 of the Past Performance Questionnaire Package for Services (Attachment P8) and forward the 2 pages to that contract customer's Technical Point of Contact or Contracting Officer's Representative (COR). All questionnaires shall be forwarded within two weeks from the RFP release date with enough lead-time so that responses can be received by the Government concurrent with the Government's receipt of the offeror's past performance information submitted as per paragraph 3.1 and 3.2. The offeror shall include past performance package instructions to the customers. This submittal information is provided at the top of the questionnaires to facilitate the offeror's effort in meeting these instructions. The offeror shall not conduct follow-up actions with regard to this questionnaire. The Government will ensure that the customers have received and will respond to the questionnaires. The Government may send any other questionnaires as necessary.

3.5 Offerors shall provide written consent from their primary subcontractors that will allow the Government to coordinate their past performance issue(s) with the prime offeror. If Offerors do not submit such written consent, then the Government will address any past performance issues directly with the primary subcontractor and the offeror will forfeit the opportunity to participate in any related discussions. Consequently, for any primary subcontractors and critical team members that do not provide such written consent, provide a point of contact (name, address, phone number, and email address) with which the Government may coordinate these issues and obtain any responses as needed.

3.6 Offerors are reminded that the Government may use information other than that provided by the Offerors in their proposals to evaluate past performance. The Government may use past performance information obtained from sources other than those identified by the offeror. The Past Performance Information Reporting system (PPIRs) will be the primary method used to evaluate past performance. It is incumbent upon the offeror to explain the relevance of the data provided. The Government does not assume the duty to search for data to cure the problems it finds in the information provided by the offeror. The burden of providing thorough and complete past performance information remains with the offeror.

3.7 If the Offeror does not have any past performance, it shall provide an affirmative statement stating it has no past performance. This statement shall be provided in the submittal under Volume 3 Past Performance.

4.0 Cost/Price Proposal

4.1 Complete and submit Section B through the SeaPort-e portal.

4.2 The cost/price proposal shall be submitted as a separate file through the SeaPort-e portal. All cost and/or pricing information shall be contained in Volume 4 only. Offerors shall submit their cost/price proposal utilizing the CLIN Breakout Spreadsheet (Attachment P9). The offeror shall submit a fully completed Attachment P9.

4.3 In preparing the cost/price proposal, the offeror shall ensure the submittal is easy to understand and includes the following:

4.3.1 Service Contract Act- NA

4.3.2 Option for Increased Services CLIN : The offeror shall complete Option for Increased Services Contract Line Item Numbers (CLINs)Line Items (Option for Increased Services CLINs) (CIC): (Labor CLINs 4050, 4150, 4250, 4350, and 7450 and Other Direct Cost (ODC) CLINs 6050, 6150, 6250, 6350 and 9450 within the Performance Period for each period of

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 58 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

performance of the Task order. The CLIN for Option for Increased Services within the Performance Period is a 10% mathematical calculation of the cumulative cost reimbursement amounts proposed for all other CLINs under the respective performance period. The value for the Option for Increased Services within the Performance Period shall be included in the Offeror's proposal as a separate line item, and include a breakout of labor, fee, and ODCs based on the 10% calculation.

4.3.3 Limitation on Subcontracting- NA

4.3.4 Provide a narrative that addresses any assumptions made during the preparation of the cost/price proposal and discuss the basis for the cost elements listed below:

4.3.4.1 Labor hours per labor category

4.3.4.2 Direct labor rates by category. The offeror is required to submit labor rates for proposed individuals. If composite or category averages are proposed, provide a breakdown of how rates are developed. If necessary provide a narrative to describe derivation of labor rates, use of uncompensated overtime, pools to which indirect rates are applied, historical /provisional billing rates for indirect rates for the last 3 years and description, and amount of proposed other direct costs.

4.3.4.3 Escalation on labor

4.3.4.4 Indirect costs (i.e. Overhead, Fringe Benefits, General & Administrative (G&A), etc.)

4.3.4.5 Information needed to explain the offeror's estimating practices

4.3.4.6 Profit/Fee: Identify profit/fee rate and total amounts proposed and identify the various cost elements to which the profit/fee is being applied. Profit, Base, Award, and Incentive fee rates, as applicable in Section B, must be clearly distinguishable. Profit/Fee shall not be applied to ODCs.

4.3.4.7 Other Direct Costs (ODCs) by specific cost element (i.e. Travel, Material, NMCI). Reimbursement for Travel will be in accordance with the Joint Travel Regulation. If the offeror chooses to increase the Government estimated amount by applying burdens or for other reasons, the offeror must provide the basis/detail for the variance.

4.3.4.8 When the offeror elects to claim Cost of Money (COM) as an allowable cost, the offeror must submit a COM form and show the calculations of the proposed amount.

4.3.4.9 Professional employee compensation plan in accordance with FAR 22.1103.

4.3.5 Small Business Subcontracting Plans-NA

4.3.6 The offeror shall prepare and submit the cost/price proposal in, or compatible to, Microsoft Office Excel. Portable Document Format (PDF) is not acceptable. The spreadsheet shall be formatted on letter size (8.5 X 11) paper. The proposal shall be unprotected and unlocked, with formulae intact to show mathematical operations.

4.3.7 If subcontractors are proposed, provide the same information required for the prime contractor. The proposed subcontractors are required to submit their cost/price proposal under their prime contractor via the Seaport Bid Event site. The cost/price proposal shall be unprotected and unlocked, with formulae intact to show mathematical operations. The prime contractor must justify the reasonableness of each subcontractor's cost, if applicable. A discussion for the basis of this determination is required for each proposed subcontractor.

4.3.8 The offeror shall provide Defense Contract Audit Agency (DCAA) Information/Payroll Verification information as follows. A DCAA point of contact, with a current e-mail address, must be provided for the prime and each subcontractor. The offeror and proposed subcontractors shall provide the most current DCAA Provisional Billing Rate Approval Letter, DCAA Final Billing Rate Approval Letter, and/or DCAA Forward Pricing Rate Agreement recommendation, payroll verification for currently employed proposed personnel, and any other information necessary to substantiate the rates proposed. Payroll verification shall consist of a form containing the title, direct labor rate and a signed certification by an authorized representative of the company that the information contained in the form is correct. If any of the rates utilized by the offeror or any subcontractors differ from the DCAA information and/or payroll verification a justification shall be provided for the difference. If DCAA has not reviewed the rate information for an offeror or one of its subcontractors, the offeror must submit a detailed justification of the proposed direct and indirect rates. The offeror shall also provide documentation verifying that it has a DCAA approved Cost Accounting System. The proposed subcontractors are required to submit their DCAA information and payroll verification either under their prime contractor or separately via the SeaPort-e

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 59 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

portal. The Government may review perspective offeror's labor category to the average labor rate from industry or other SeaPort-e rates with in the demographical zone of work to be performed.

L5 Government Furnished Information

1.0 ODC'S

1.1 Offerors shall utilize the Not-To-Exceed (NTE) amounts provided by the Government for ODC CLINs 6000, 6100, 6200, 6300 and 9400. If an offeror chooses to increase/decrease one of these NTE CLIN values it must provide the justification for this variance.

Period	CLIN	Travel	Material	Total
Base	6000	\$22,935.90	\$99,393.21	\$122,329.11
Option 1	6100	\$23,509.30	\$101,877.80	\$125,387.10
Option 2	6200	\$24,097.03	\$104,425.33	\$128,522.36
Option 3	6300	\$24,699.46	\$107,035.68	\$131,735.14
Option 4	9400	\$25,316.94	\$109,711.17	\$135,028.11
Total ODC's		\$120,558.63	\$522,443.19	\$643,001.82

The values provided above are for informational purposes only. The offeror should apply indirect loadings in accordance with their accounting systems. Profit/Fee shall not be applied to ODCs.

1.1.1. Estimated Travel. For informational purposes only see the above table for estimated travel.

1.1.2. NMCI. NMCI seats will not be required for this effort. Proposals should reflect the contractor's requirement based on the number of personnel they propose who need access to Government databases.

2.0 Labor Hours

2.1 For informational purposes only, the Government historical estimate is 96,384 hours per year. This estimate does not include Option for Increased Services CLIN hours. A work-year is defined as 2008 hours exclusive of holidays.

Labor Category	Qty	Hours	Base Year	Option 1	Option 2	Option 3	Option 4
CLIN			4000	4100	4200	4300	7400
Engineer	2	2008	4,016	4,016	4,016	4,016	4,016
Advisory Technician	6	2008	12,048	12,048	12,048	12,048	12,048
Senior Engineer Technician	16	2008	32,128	32,128	32,128	32,128	32,128
Engineering Technician	24	2008	48,192	48,192	48,192	48,192	48,192
Grand Total Hours Per Year			96,384	96,384	96,384	96,384	96,384

3.0 Incumbent Information

3.1 The incumbent contractors are:

MTC Technologies

4032 Linden Ave

Dayton, OH 45432-3006

3.2 The incumbent subcontractors are: NA

4.0 Place of Performance

4.1 The place of performance for this task order is Kuwait.

4.2 This requirement shall be performed 100% at KAF.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 60 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

5.0 Government Spaces

5.1 The Government has the ability to provide 0 spaces at its facility for this effort. Government spaces will include access to a desk, phone, fax machine, copier and scanner.

5252.209-9513 ORGANIZATIONAL CONFLICT OF INTEREST INSTRUCTIONS (SERVICES) (NAVAIR) (JUN 1993)

(a) In accordance with FAR 9.507-1, the potential conflict of interest for this solicitation in the Contracting Officer's judgment would involve any prime contractor, subcontractor, co-sponsor, parties to a joint venture, consultant or other legal entity (1) who because of activities or relationships is unable to render impartial assistance or advice to the Government, or (2) whose objectivity in performing the contemplated contract work is or might otherwise be impaired, or (3) who has an unfair competitive advantage in regards to [insert description of weapons system involved and contractor activities that are suspect, i.e., drafting specifications, planning requirements etc.].

(b) This solicitation contains special provision clause in Section H entitled, "Organizational Conflicts of Interest", which is to appear in the awarded contract.

(c) If the offeror has checked Block one of the NAVAIR 5252.209-9511, "Conflicts of Interest Representation" in Section K, indicating a potential conflict exists, the offeror shall in accordance with the 5252.209-9510, "Organizational Conflict of Interest" clause in Section H, disclose any and all information necessary to ascertain whether an organizational conflict of interest does exist, and if so, whether a waiver should be requested.

(d) The offeror shall take all reasonable steps to obtain documentation of organizational conflicts of interest, and shall cooperate fully with the Government in resolving such issues expeditiously.

(e) Along with responses to this solicitation, offerors must either (1) submit the following information concerning any existing or planned contracts with, or interests in, the suppliers and/or equipment identified in Attachment [enter attachment number]; or (2) state that to the best of the offeror's knowledge no such interest or contract exists:

(1) a description of the conflict of interest (e.g., weapons systems supplier(s), corporate restructuring, first-tier subcontractor (s)) and identity of parties involved;

(2) a description of the work to be performed;

(3) the dollar amount;

(4) the period of performance; and

(5) a description of the contractor's internal controls and planned actions, to avoid any potential organizational conflict of interest.

(f) Documentation referred to above may be submitted in advance of proposal submission but must be submitted no later than the closing date for receipt of offers.

(g) Disclosure of Potential Conflict of Interest by Offerors.

(1) The offeror agrees to disclose, in writing and prior to the closing date for receipt of offers, any relevant facts pertaining to work previously performed or presently being performed by the offeror under private and Government contracts wherein the subject matter includes systems, components, technology, or services identical or similar to that encompassed by the proposed contract and which might give rise to the appearance of an organizational conflict of interest. Such disclosure should set forth all relevant facts including identification of contracts under which work was or is being performed.

(2) If any of the contracts identified pursuant to subparagraph (g)(1) contain an Organizational Conflict of Interest Provision, the offeror may request a waiver of that provision and propose contractual safeguards or job procedures to mitigate conflicting roles that might produce an Organizational Conflict of Interest.

(3) Any documentation submitted pursuant to this subparagraph shall identify this procurement by IFB/RFP or other appropriate number as a reference and shall be forwarded to:

[provide the mailing address of the purchasing office]

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 61 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

ATTN: Organizational Conflict of Interest Material

(h) The Contracting Officer will determine whether such interests or contracts present potential organizational conflicts of interest that should preclude award to the offeror.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 62 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

SECTION M EVALUATION FACTORS FOR AWARD

This Task Order is reserved for only those contractors, which have National Capital Zone 2 identified in section B of the MAC contract. Proposals from other contractors will not be considered.

Section M

1.0 GENERAL

Award of the Task order (TO) resulting from this solicitation will be made to the offeror whose proposal, conforming to the solicitation, offers the best value to the Government in terms of technical, past performance and price rather than to the proposal offering the lowest price.

Evaluation of an offeror's proposal will be based on the information presented in the written proposal along with any input obtained from outside sources relevant to past performance. Proposals that are unrealistic in terms of technical or schedule commitments, or unrealistically high or low in terms of cost, may be deemed to be reflective of an inherent lack of technical competence, or indicative of a failure to comprehend the complexity and risks of the proposed work. A deficiency or lack of responses to factors and/or sub factors may be used as a basis for eliminating a proposal from further consideration.

1.1 EVALUATION FACTORS

Each offeror will be evaluated based on the following factors:

- (1) Technical
 - (a) Workforce
 - (b) Understanding of the Work
 - (c) Management Plan
- (2) Past Performance
- (3) Cost/Price

Technical and past performance, when combined, are significantly more important than cost/price. Technical is more important than past performance. The technical subfactors are listed in descending order of importance.

2.0 TECHNICAL PROPOSAL

2.1 Workforce:

The Government will evaluate personnel, the labor mix proposed, and the supporting information to determine how well the team is suited to perform the tasks under the PBSOW. In addition, personnel will be evaluated on labor qualifications, including education, experience, and security clearance levels, that the offeror proposes to utilize in the performance of this effort.

2.2 Understanding of the Work:

The Government will evaluate the offeror's understanding of the work based on the responses or presentations required by Section L of this solicitation. The Government will evaluate the clarity, completeness, and realism of the responses.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 63 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

2.3 Management Plan:

The Government will evaluate the offeror's proposed management plan based on the responses required by Section L of this solicitation. The Government will evaluate for clarity, completeness, and realism of the responses and the extent to which the proposed processes and procedures ensure successful accomplishment of the tasks described in the SOW.

2.4 Corporate Experience-NA

2.5 Reserved

2.6 Software Development Approach-NA

3.0 - Past Performance

Each offeror will be evaluated on its team's past performance based on contracts or subcontracts currently ongoing or completed within the last five (5) years for similar efforts. The Government will focus on information that demonstrates quality of performance relative to size and complexity of the procurement under consideration and relevance of the performance to the requirements of the SOO/SOW in Section C of the solicitation. Sources other than those identified by the offeror may be contacted by the Government.

In the case of an offeror that does not have past performance information or for which information on past contract performance is not available, the offeror will not be evaluated favorably or unfavorably on the factor of past performance and a neutral rating will apply.

4.0 – Cost/Price

4.1 The price reasonableness evaluation will result in a determination of a fair and reasonable price to the Government. In order to determine the price reasonableness of the proposal, the Government will evaluate the offeror's proposed total estimated price for all periods of performance.

4.2 In evaluating each offer, realism of the offeror's estimated cost will be considered. Realism is a review of the cost position of an offeror's proposal to determine if the overall costs proposed are realistic for the work to be performed, if the costs reflect the offeror's understanding of the requirements, and/or if the costs are consistent with the various elements of the technical proposal. In doing so we may review the prospective offeror's proposed labor categories and compare the proposed rate to the average labor rate in industry or other Seaport-e rates within the same demographic zone where the work is to be performed. The evaluation will be based on an analysis of the realism and completeness of the cost data, the traceability of the cost to the offeror's capability data and the proposed allocation of man-hours and labor mix for all periods of performance. Pertinent cost information, including but not limited to DCAA recommended rates for such costs as direct labor, overhead, G&A, etc., as necessary and appropriate, will be used to arrive at the Government determination of the most probable cost to be incurred in the performance of this contract. If proposed costs are considered to be unrealistic, including unrealistic labor and indirect rates, the offeror's proposed costs may be adjusted upward or downward to reflect more realistic costs. Based on such analysis, an evaluated cost for the offeror will be calculated to reflect the Government's estimate of the offeror's most probable cost. Evaluated price to the Government is an offeror's total cost, including profit/fee, and any additional adjustments the Government has determined necessary to make the proposed price realistic for all periods. This evaluated price will be used in making an award recommendation. Therefore, any inconsistency, whether real or apparent, between promised performance and cost should be explained in the supporting cost/price data volume.

4.3 Each offeror's price proposal shall be evaluated to determine if it is complete, consistent and reasonable with the offeror's technical approach, reflects a clear understanding of the solicitation requirements and contains any material imbalances. Unreasonably low prices or inconsistencies between the Technical and Price proposals may be assessed as proposal risk under the Technical factor. In its evaluation, the Government may use commercial published data, same or similar DoD contracts, Government estimates, industry standards, DCAA audit information, or other information as deemed appropriate by the Government. In addition, adjustments to the total evaluated price will be

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 64 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

made to include Government costs required to accomplish the offeror's proposed approach with the exception of those costs to the Government that are equal to all offerors (e.g. additional Government-Furnished Equipment/Government-Furnished Information required by the offeror to implement its approach.) The Government will evaluate offers for award purposes by adding the total evaluated price for the base period to the total evaluated prices for all option periods. Evaluation of the options will not obligate the Government to exercise the options.

4.4 Prospective Offerors are forewarned that a proposal meeting solicitation requirements with the lowest evaluated price may not be selected if award to a higher evaluated, and higher priced offeror is determined to be most advantageous to the Government.

4.5 Prospective Offerors are forewarned that if there are discrepancies between Section B, Attachment P9 and Volume 4 Narrative, Section B prevails. The discrepancies may be identified as weaknesses, significant weaknesses or deficiencies.

4.6 If this a set-aside competition, the contractor's compliance to FAR Clauses 52.219-14 Limitation on Subcontracting, 52.219-27 Notice of Total Service-Disabled Veteran-Owned Business Set Aside, or 52.219-3 Notice of Total HUBZone Set Aside, as applicable, will be evaluated. Contractors' proposals which fail to meet the limitation on subcontracting during each period of performance may not be considered for award.

4.7 The Offeror's proposal shall be evaluated to be in compliance with its Seaport-e Basic Contract H-10 Savings Clause.

4.8 Small Business Subcontracting Plan -NA

5.0 Ratings

5.1 Evaluations in support of Seaport-e source selections shall employ a letter grade method for rating contractor proposals against evaluation factors and significant subfactors identified within Section M of the Seaport-e solicitation. The appropriate letter grade rating shall be assigned to each factor and significant subfactors, as required, subsequent to and consistent with the narrative evaluation, which shall indicate a proposal's strengths, weaknesses and risks. A proposal need not have all of the characteristics of a grade category in order to receive that grade rating; evaluators should use judgment to rate the proposal using these characteristics.

5.2 Technical Factor Ratings. The narrative description of each grade follows, as appropriate for the technical evaluation factor:

5.2.1: An "A" proposal is characterized as follows:

- The proposed approach indicates an exceptionally thorough and comprehensive understanding of the program goals, resources, schedules, and other aspects essential to performance of the program.
- In terms of the specific factor (or significant subfactor), the proposal contains major strengths, exceptional features, or innovations that should substantially benefit the program.
- There are no weaknesses or deficiencies.
- The risk of unsuccessful contract performance is extremely low.

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 65 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

5.2.2: A “B” proposal is characterized as follows:

- The proposed approach indicates a thorough understanding of the program goals and the methods, resources, schedules, and other aspects essential to the performance of the program.
- The proposal has major strengths and/or minor strengths, which indicate the proposed approach will benefit the program.
- Weaknesses, if any, are minor and are more than offset by strengths.
- Risk of unsuccessful performance is very low.

5.2.3: A “C” proposal is characterized as follows:

- The proposed approach indicates an adequate understanding of the program goals and the methods, resources, schedules, and other aspects essential to the performance of the program.
- There are few, if any, exceptional features to benefit the program.
- The risk of unsuccessful performance is low.
- Weaknesses are generally offset by strengths.

5.2.4: A “D” proposal is characterized as follows:

- The proposed approach indicates a superficial or vague understanding of the program goals and the methods, resources, schedules, and other aspects essential to the performance of the program.
- The proposal has weaknesses that are not offset by strengths.
- The risk of unsuccessful contract performance is moderate.

5.2.5: An “F” proposal is characterized as follows:

- The proposed approach indicates a lack of understanding of the program goals and the methods, resources, schedules, and other aspects essential to the performance of the program.
- Numerous weaknesses or one or more deficiencies exist.
- The risk of unsuccessful performance is high.

5.3 Past Performance Ratings. The narrative description of each grade for evaluation of the past performance factor follows:

Neutral - The offeror lacks a record of relevant or available past performance history. There is no expectation of either successful or unsuccessful performance based on the offeror’s past performance record.

A - The offeror’s performance of previously awarded relevant contract(s) met contractual requirements and exceeded many to the Government’s benefit. The assessed prior performance was accomplished with very few or very minor problems for which corrective actions taken by, or proposed to be taken by, the offeror were, or are expected to be, highly effective. Performance of completed contracts either was consistently of the highest quality or exhibited a trend of becoming so. The offeror’s past performance record leads to an extremely strong expectation of successful performance.

B - The offeror’s performance of previously awarded relevant contract(s) met contractual requirements and exceeded some to the Government’s benefit. The assessed prior performance was accomplished with some minor problems for

SOLICITATION NO. N00024-10-R-3053	AMENDMENT NO. 2	PAGE 66 of 66	FINAL
--------------------------------------	--------------------	------------------	-------

which corrective actions taken by, or proposed to be taken by, the offeror were, or are expected to be, effective. Performance over completed contracts either was consistently of high quality or exhibited a trend of becoming so. The offeror's past performance record leads to a strong expectation of successful performance.

C - The offeror's performance of previously awarded relevant contract(s) met contractual requirements. The assessed prior performance was accomplished with some problems for which corrective actions taken by, or proposed to be taken by, the contractor were, or are expected to be, for the most part effective. Performance over completed contracts was consistently of adequate or better quality or exhibited a trend of becoming so. The offeror's past performance record leads to an expectation of successful performance.

D - The offeror's performance of previously awarded relevant contracts did not meet some contractual requirements. The assessed prior performance reflected some serious problems, for which the contractor either failed to, identify or implement corrective actions in a timely manner, or for which the corrective actions implemented or proposed to be implemented were, or are expected to be, only partially effective. Performance over completed contracts was consistently of mediocre quality or exhibited a trend of becoming so. The offeror's past performance record leads to an expectation that successful performance might be difficult to achieve or that it can occur only with increased levels of Government management and oversight.

F - The offeror's performance of previously awarded relevant contract(s) did not meet most contractual requirements and recovery did not occur with the period of performance. The assessed prior performance reflected serious problem (s) for which the offeror either failed to identify or implement corrective actions or for which corrective actions, implemented, or proposed to be implemented, were, or are expected to be, mostly ineffective. Performance over completed contracts was consistently of poor quality or exhibited a trend of becoming so. The offeror's past performance record leads to a strong expectation that successful performance will not be achieved or that it can occur only with greatly increased levels of Government management and oversight.

5.4 Other Evaluation Definitions:

Strength	Characteristic of a proposal that would enhance the probability of successful performance for the resulting contract or approach, which exceeds the minimum RFP requirements and which benefit the Government.
Significant Strength	Characteristic of a proposal that would <u>appreciably enhance</u> the probability of successful performance for the resulting contract or approach, which exceeds the minimum RFP requirements with <u>appreciable benefit</u> to the Government.
Weakness	A flaw in the proposal that increases the risk of unsuccessful contract performance (FAR 15.001)
Significant Weakness	A flaw in the proposal that <u>appreciably increases the risk</u> of unsuccessful contract performance (FAR 15.001)
Deficiency	Material failure of a proposal to meet a Government requirement or a combination of significant weaknesses in a proposal that increase the risk of unsuccessful contract performance to an unacceptable level (FAR 15.001)

6.0 BASIS FOR AWARD

6.1 Award of the Task order resulting from this solicitation will be made to the offeror whose proposal, conforming to the solicitation, offers the best value to the Government in terms of Technical, Past Performance, Cost/Price and other factors considered, rather than to the proposal offering the lowest price. The Government reserves the right to select which proposal offers the best value to the Government.

6.2 The Government intends to award the resultant Task order on the basis of initial offers received. Therefore, each initial offer should contain the offeror's best terms from a cost/price and technical standpoint. However, if considered necessary by the Contracting Officer, during the evaluation of proposals the Government may contact any or all or a limited number of awardees with questions concerning their responses as permitted under FAR Part 16 as specified in H.5 Task order Process.