

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE U	PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 23	3. EFFECTIVE DATE 07-Aug-2012	4. REQUISITION/PURCHASE REQ. NO. 1300280357	5. PROJECT NO. (If applicable) N/A	
6. ISSUED BY CODE	N00244	7. ADMINISTERED BY (If other than Item 6) CODE		S3915A

NAVSUP FLC San Diego, Code 200
3985 Cummings Road
San Diego CA 92136-4200
cuc.tran@navy.mil 562-626-7139

DCMA SURFACE COMMUNICATION AND SUPPORT
SYSTEMS PHILADELPHIA
700 ROBBINS AVENUE, BLDG. 4-A, P.O. BOX 11427
PHILADELPHIA PA 19111-0427

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) McKean Defense Group - Information Technology, LLC 3 Crescent Drive, Suite 410 Philadelphia PA 19112-1016	9A. AMENDMENT OF SOLICITATION NO.
	9B. DATED (SEE ITEM 11)
	10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-04-D-4078-NW01
	10B. DATED (SEE ITEM 13) 28-Sep-2007
CAGE CODE 0PT02	FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

12. ACCOUNTING AND APPROPRIATION DATA (If required)

SEE SECTION G

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

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

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

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

SEE PAGE 2

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Cuc T Tran, Contracting Officer	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY /s/Cuc T Tran (Signature of Contracting Officer)	16C. DATE SIGNED 07-Aug-2012
(Signature of person authorized to sign)			

NSN 7540-01-152-8070
PREVIOUS EDITION UNUSABLE

30-105

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

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 2 of 2	FINAL
----------------------------------	----------------------------	----------------------------------	----------------	-------

GENERAL INFORMATION

The purpose of this modification is to provide funds in the amount of [REDACTED] to CLIN 4006 of the above numbered task order.

Accordingly, said Task Order is modified to add the following:

ACCOUNTING AND APPROPRIATION DATA:

400605

AJ: 97X4930 NH1M 251 77777 0 050120 2F 000000 A00001264265

AMOUNT: [REDACTED]

DOC NO 1300280357

This order is incrementally funded and the amount currently available for payment is limited to [REDACTED] inclusive of fee. It is estimated that these funds will cover the cost of performance through 7 August 2012. Subject to the provisions of the clause entitled "Limitation of Funds" (FAR 52.232-22) of the contract, no legal liability on the part of the government for payment in excess of [REDACTED] shall arise unless additional funds are incorporated into the order by modification.

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

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby increased from [REDACTED] by [REDACTED] to [REDACTED]

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
400605	O&MN,N	[REDACTED]	[REDACTED]	[REDACTED]

The total value of the order is hereby increased from [REDACTED] by [REDACTED] to [REDACTED]

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 1 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	Supplies/Services	Qty Unit	Est. Cost	Fixed Fee	CPFF
1000	Provide Central Technical Library Support IAW Statement of Work provided herein. (OPN)	1.0 LO	██████████	██████████	██████████
100001	(OPN)				
100002	(OPN)				
100003	(OPN)				
1001	Data IAW Statement of Work				██████████

For ODC Items:

Item	Supplies/Services	Qty Unit	Est. Cost
3000	ODCs (Travel and Material) (O&MN,N)	1.0 LO	██████████
300001	TRAVEL (O&MN,N)		

For Cost Type Items:

Item	Supplies/Services	Qty Unit	Est. Cost	Fixed Fee	CPFF
4000	Same as CLIN 1000 (O&MN,N)	1.0 LO	██████████	██████████	██████████
400001	(O&MN,N)				
400002	N6426709RC00056 (O&MN,N)				
4001	Data IAW Statement of Work				██████████

Item	Supplies/Services	Qty Unit	Est. Cost	Fixed Fee	CPFF
4002	Same as CLIN 1000 (O&MN,N)	1.0 LO	██████████	██████████	██████████
400201	(O&MN,N)				
400202	(O&MN,N)				

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 2 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

400203 (O&MN,N)

4003 Data IAW
Statement of Work

██████████

Item	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
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4004	Same as CLIN 1000 (O&MN,N)	1.0	LO	██████████	██████████	██████████
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400401 (O&MN,N)

400402 (O&MN,N)

400403 (O&MN,N)

400404 (O&MN,N)

400405 (O&MN,N)

400406 (O&MN,N)

400407 (O&MN,N)

4005 Data IAW
Statement of Work

██████████

Item	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
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4006	Same as CLIN 1000 (O&MN,N)	1.0	LO	██████████	██████████	██████████
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400601 (O&MN,N)

400602 (O&MN,N)

400603 (O&MN,N)

400604 (O&MN,N)

400605 (O&MN,N)

4007 Data IAW
Statement of Work

██████████

For ODC Items:

Item	Supplies/Services	Qty	Unit	Est. Cost
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6000	ODCs (Travel and Material) (O&MN,N)	1.0	LO	██████████
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600001 N6426709RC00056
(O&MN,N)

6001	ODCs (Travel and Material) (O&MN,N)	1.0	LO	██████████
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CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 3 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

600101 (O&MN,N)

6002 ODC (Travel and Material)
(O&MN,N) 1.0 LO [REDACTED]

6003 ODCs (Travel and Material)
(O&MN,N) 1.0 LO [REDACTED]

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 4 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

SECTION C DESCRIPTIONS AND SPECIFICATIONS

STATEMENT OF WORK

CENTRAL TECHNICAL LIBRARY SUPPORT

C.1 BACKGROUND

The Naval Surface Warfare Center (NSWC), Measurement Science Department provides for program management, information technology, and product publication support to the NAVAIR Metrology and Calibration (METCAL) Program. NSWC Corona executes this function by providing specialized scientific, engineering, and related technical services and material to support the development, acquisition, operation, and logistics support of weapons, systems, and equipment, and the training of personnel. Specific functions include providing guidance and direction on matters concerning the development, maintenance, and administration of a Metrology Technical Library; The development, maintenance, production, and distribution of Navy metrology publication products; The processing, maintenance, configuration control, and distribution of technical manual inventory.

C.2 SCOPE AND OBJECTIVES

This work statement describes relevant program tasks and services to be performed during contract execution supporting Metrology Technical Library administered by the Naval Surface Warfare Center Corona, CA (NSWC Corona) in support of the Naval Air Systems Command (NAVAIR) Metrology Calibration (METCAL) Program. This serves to provide additional detail as to deliverables and tasking.

C.3 STATEMENT OF WORK

The purpose of this contract is to provide technical and analytical support to the Metrology Technical Library administered by the NAVAIR METCAL Program. Technical expertise is required in the areas of: Integrated Logistics Support (ILS); data base development and maintenance; electronic archiving of hard and electronic documents; user access control and interface development; and support of NAVAIR METCAL unique software; and training. The Contractor shall provide technical support services to the NSWC Corona as follows.

C.3.1 SPECIFIC TASKS

C.3.1.1 TASK 1 PROJECT MANAGEMENT

C.3.1.1.1 Subtask 1.1 – Orientation Briefing

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 5 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

The Contractor shall participate in an Orientation Briefing, which will not be elaborate, and should not require the Contractor to expend significant resources for preparation for this briefing. The intent of the briefing is to initiate the communication process between the NSWC Corona and the Contractor by introducing key task participants, reviewing communication ground rules, and assure a common understanding of task requirements and objectives for the specific task. The meeting shall occur within one week after award on a date set by the NSWC Corona Task Order Manager (TOM)

C.3.1.1.2 Subtask 1.2 – Program Control

The contractor shall provide progress reports, at intervals prescribed, to the TOM, NSWC Corona 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

For planning purposes, the contractor should consider a formal Monthly Status Report at the task order level. The Contractor should expect that performance audits would be conducted on a regular basis for each Task that will inspect planned/reported information against actual functionality of the deliverables. At that time, the Contractor shall demonstrate prototypes and conduct “walk-through” of deliverables.

The Contractor shall provide Monthly Status Reports on the work performed under this Statement of Work. The monthly report shall address progress toward program milestones and performance measures where appropriate. The reports shall address deliverables, accomplishments, progress, delays, schedule change proposals and approvals, problems and issues, staffing issues, projected tasks and deliverables for the following month and task order cost information for work performed. 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, forecasts, and recommendations related to skills and labor category requirements, workload planning, and task management.

Financial Reporting

The contractor shall provide bi-weekly and Monthly Contract Cost Reports to the TOM and the NSWC Corona TPOC. Attachment E – Cost Reporting contains the general template that shall be used for cost reporting. Specific due dates and formats for data elements will be provided after Task Order award. The cost information shall present monthly and cumulative costs which are broken down as follows:

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 6 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

- By individual appropriations,
- 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, name of vendor and amount, material handling costs, and total costs.

Security

The contractor shall submit a comprehensive Security Plan that will ensure compliance with the Industrial Security Manual to ensure proper protection of classified data, material, and equipment. The Security Plan shall include, but not be limited to, the physical security and integrity of spaces, the badging of personnel and personnel access control, physical security orientations and briefings, compliance with Navy security regulations, when housed on Navy property.

Logistics

The contractor shall establish and provide logistic procedures that will provide for proper 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 and inventory control and accountability.

C.3.1.2 TASK 2 NAVAIR METCAL Central Technical Data Library Support

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

- Establish and maintain a central, fully integrated Technical Library of Navy METCAL technical and reference data.
- Collect, organize, and review technical and reference data requirements from Calibration Laboratories.
- Implement technical and reference data libraries.
- Provide technical and reference data to the Naval Air Systems Command (NAVAIR) METCAL community.
- Maintain NAVAIR METCAL legacy Instrument Calibration Procedure (ICP) library.
- Develop, implement, and maintain a web-based application for NAVAIR METCAL Central Technical Data Library to include web-enabled training.
- Provide monthly in process status of technical publications inventory.
- Serve as the NAVAIR METCAL Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP) repository.

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 7 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

C.3.1.3 TASK 3 Central Data Base Support

The contractor support shall include but not be limited to:

- Develop and maintain a computerized tracking system of all documents in the library.
- Provide and maintain a tracking and inventory control system of NAVAIR METCAL documentation.
- Provide status of publications required to establish and maintain technical publications for the NAVAIR METCAL program.

C.3.1.4 TASK 4 ILS

The contractor support shall include but not be limited to:

- Provide ILS to develop data for NAVAIR requirements and procurements.
- Analyze requirements for cost-effectiveness and integration of present systems with future systems.
- Provide technical publications Life Cycle Management (LCM).
- Provide review of ILS plans, delivery schedules, Material Support Data (MSD), Navy Support Data (NSD), Maintenance Program status and Logistic Support Element Analysis, and recommend changes.

C.3.1.5 TASK 5 Data Digitization Support

The contractor support shall include but not be limited to:

- Provide digitization of drawings and other data that is stored on aperture cards or hardcopy.
- Ensure that digitized data is in a format that will allow it to be loaded into the NAVAIR Joint Engineering Data Management Information Control System (JEDMICS) repository.
- Participate in both formal and informal meetings and conferences.

C.3.1.6 TASK 6 Information and Image Management Support

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

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 8 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

- Maintain technical data information and imaging equipment for NAVAIR METCAL.
- Provide recommended funding costs and equipment as well as identify the type of library support and associated technical data required.

C.3.1.7 TASK 7 MEASURE Operational Control Center Support

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

- Maintain quality assurance inspections, correspondence generation, packaging, and distribution of the Metrology Automated System for Uniform Recall & Reporting (MEASURE) Operational Control PC Inventory Query (PCINVQRY) and E-TERM CD-ROMs, and other MEASURE products.
- Participate in both formal and informal meetings and conferences as required to facilitate effective NAVAIR ICP METCAL MEASURE support.

C.3.2 ORGANIZATIONAL CONFLICT OF INTEREST

In addition to the H.12 Organizational Conflict of Interest provisions of the basic contract, the Contractor shall adhere to the following provisions during the performance of this task order.

If the Contractor provides technical evaluation of products or advisory and assistance services, the Contractor shall not provide such services if the services relate to the Contractor's own or a competitor's products or services unless proper safeguards are maintained to ensure objectivity.

If the Contractor gains access to proprietary information of other companies in performing advisory and assistance services for the Government, the Contractor agrees to protect this information from unauthorized use or disclosure and to refrain from using the information for any purpose other than that for which it was furnished. A separate agreement shall be entered into between the Contractor and the company whose proprietary information is the subject of this restriction. A copy of this agreement shall be provided to the Contracting Officer and the TOM.

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 9 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

SECTION D PACKAGING AND MARKING

D21S DELIVERY, CONTROL, AND MARKING OF TECHNICAL DATA (SEP 2004)

- (a) Data furnished hereunder shall be adequately packaged to assure safe delivery at destination.
- (b) All copies of Monthly Status Reports under this task order, regardless of distribution, shall be marked on the report cover with the following information:

Naval Surface Warfare Center, Corona Divison

Merasurement Science Department

Attn: Vince Whitfield

2300 5th Street

Corona, CA 92878-5000

Report Title

Date of Report

Contractor Name (division which generated the report)

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 10 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

SECTION E INSPECTION AND ACCEPTANCE

52.246-5 - INSPECTION AND ACCEPTANCE OF SERVICES

Inspection and acceptance shall be performed by the Government Representative at Destination and in accordance

with the basic contract

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 11 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

SECTION F DELIVERABLES OR PERFORMANCE

CLIN - DELIVERIES OR PERFORMANCE

Period of Performance

The Period of Performance for this task order will be for one year with four one-year options and is subject to the availability of Government funds.

CLIN - DELIVERIES OR PERFORMANCE

Base Year: CLINs 1000, 1001 and 3000

28 September 2007 through 27 September 2008

Option Year One: CLINs 4000, 4001 and 6000

28 September 2008 through 27 September 2009

Option Year Two: CLINs 4002, 4003 and 6001

28 September 2009 through 27 September 2010

Option Year Three: CLINs 4004, 4005 and 6002

28 September 2010 through 27 September 2011

Option Year Four: CLINs 4006, 4007 and 6003

28 September 2011 through 27 September 2012

Place of Performance

The place of performance will be in Government facilities located in San Diego, CA

Working Hours

The normal working shift shall coincide with the regular working shift of the organization being supported. The contractor shall observe the same holidays as are observed by the Government.

TASK ORDER SCHEDULE AND MILESTONE DATES

The schedule of milestones will be used by TOM to monitor timely progress on this task order. In this schedule, DOA

designates Date of Award and PS designates Project Start. This schedule is required to meet mission objectives.

Variations to this schedule will be reviewed and may or may not be acceptable. The schedule of milestone is

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 12 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

provided

as follows:

TASK ORDER SCHEDULE AND MILESTONE DATES

The following schedule of milestones will be used by TOM to monitor timely progress on this task order. In this schedule, DOA designates Date of Award and PS designates Project Start. This schedule is required to meet mission objectives. Variances to this schedule will be reviewed and may or may not be acceptable.

Project Management Support

<u>MILESTONE/DELIVERABLE</u>	<u>RESPONSIBILITY</u>	PLANNED <u>COMPLETION DATE</u>
Project Start (PS)	Contractor / NSWC Corona/TOM	Date of Award (DOA) + no more than 30 working days (WD)
Trip Requests	Contractor / NSWC Corona/TOM	Prior to Trip
Trip Reports	Contractor	Within 10 WD of trip completion
Monthly Status Report	Contractor	First work day after the 10 th day of each month

Technical Library Support

<u>MILESTONE/DELIVERABLE</u>	<u>RESPONSIBILITY</u>	PLANNED <u>COMPLETION DATE</u>
NAVAIR METCAL Central Technical Data Library Support		
Technical publications inventory report	Contractor	Monthly
Technical and reference data reviews	Contractor	Monthly
Technical and reference data library implementation	Contractor	Monthly
Technical and reference data library	Contractor	Monthly

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 13 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

distribution		
Legacy ICP library maintenance	Contractor	Monthly
Web-based application maintenance	Contractor	Monthly
NAVAIR METCAL NAMDRP repository	Contractor	Monthly
Central Data Base Support	Contractor	Monthly
Database update		
Inventory report	Contractor	Monthly
Publications status	Contractor	Monthly
Integrated Logistics Support (ILS)		
Data development support	Contractor	Monthly
System studies	Contractor	As required
Life Cycle Management	Contractor	Monthly
Data Digitization Support		
Digitize data	Contractor	Monthly
JEDMICS repository support	Contractor	Monthly
Information and Image Management Support		
Data information and imaging equipment maintenance	Contractor	As required
Costs and equipment recommendations	Contractor	Quarterly
MEASURE Operational Control Center Support		
Quality assurance inspections	Contractor	Monthly
MEASURE products distribution	Contractor	Monthly
Meetings and conferences	Contractor	As required

PLACE OF DELIVERY

Originals of all correspondence requiring signature, such as copies of invoices, etc. shall be delivered to the Task

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 14 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

Order Manager (TOM) at the following address:

NAVAL SURFACE WARFARE CENTER
MEASUREMENT SCIENCE DEPARTMENT
ATTN: KARL HAMRICK, CODE MS00
2300 5TH STREET
NORCO, CA 92860-5000

Electronic submission of all other deliverables shall be delivered via email to the Task Order Manager at

Karl.Hamrick@navy.mil

All deliverables that can not be delivered electronically shall be delivered to :

MEASUREMENT SCIENCE DEPARTMENT
NAVAL SURFACE WARFARE CENTER
ATTN: KARL HAMRICK CODE MS00
2300 5TH STREET
NORCO, CA 92860-5000

Copies of monthly status reports, and invoices shall be submitted to the Task Order Manager at the following address:

NAVAL SURFACE WARFARE CENTER
MEASUREMENT SCIENCE DEPARTMENT
ATTN: KARL HAMRICK CODE MS00
2300 5TH STREET
NORCO, CA 92860-5000

DELIVERABLE TYPES

The specific formats for deliverables referenced in this TOM shall be developed and agreed upon by the Contractor

and the Government after Task Order award.

WRITTEN DELIVERABLES

The Contractor's Project Manager shall review, approve, and sign all draft and final documents before being delivered to the Government.

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 15 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

DELIVERABLES MEDIA

The specific media and file formats for deliverables referenced in this TOR shall be developed and agreed upon by the

Contractor and the Government after Task Order award.

NOTICE REGARDING LATE DELIVERY

The Contractor shall notify the TOM as soon as it becomes apparent to the Contractor that a scheduled delivery will

be late. The Contractor shall include in the notification the rationale for late delivery, the expected date for the

delivery and the project impact of the late delivery. The TOM may involve SMEs in the review of the new schedule

and provide guidance to the Contractor via a task order modification.

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 16 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

SECTION G CONTRACT ADMINISTRATION DATA

TYPE OF CONTRACT (DEC 1999)

This is a COST PLUS FIXED FEE task order.

Invoice Instructions

Invoices for services rendered under this Contract shall be submitted electronically through Wide Area Work Flow – Receipt and Acceptance (WAWF):

The vendor shall self-register at the web site <https://wawf.eb.mil>.

A separate invoice will be prepared for monthly or pay period. Do not combine the payment claim for service provided under this contract.

Select the 2-in-1 Invoice within WAWF as the invoice type.

The 2-in-1 Invoice prepares the Material Inspection and Receiving Report, DD Form 250, and invoice in one document.

Back up documentation can be included and attached to the invoice in WAWF.

Attachments created in any Microsoft Office product are attachable to the invoice in WAWF.

Contract Number	N00178-04-D-4078
Delivery Order	NW01
CAGE Code	OPT02
Pay DoDAAC:	HQ0338
WAWF Invoice Type	Cost Voucher
Issue By DoDAAC:	N00244
Admin DoDAAC:	S2404A
Inspect By DoDAAC (if applicable)	N/A
Service Acceptor DoDAAC:	HAA210
Ship From Code (if applicable)	N/A
LPO DoDAAC:	N64267
Additional Instructions	m_cma_invoice@navy.mil

The following information regarding the Naval Surface Warfare Center is provided for completion of the

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 17 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

invoice in WAWF:

The contractor shall submit invoices for payment per contract terms.
The Government shall process invoices for payment per contract terms.

For more information on Wide Area Work Flow, please contact the Wide Area Workflow Implementation Team at (800) 559-9293.

CONTRACT ADMINISTRATION FUNCTIONS (SERVICES)(MAY 2006)

(a) The cognizant Administrative Contracting Office for this task order is identified in Block 6 on page one of this task order.

(b) **TASK ORDER ACO DELEGATED FUNCTIONS.** The task order Administrative Contracting Officer (ACO) is delegated the following functions:

(1) All other functions of FAR 42.302(a) except (3), (40), (44), (46), and (47).

(2) The function of FAR 42.302(b)(4) negotiating and executing supplement agreements providing for the deobligation of unexpended dollar balances considered excess to known contract requirement, and for the crediting

of any overpayment made to the contractor. Attach a copy of the modification to the DD 1594 and forward to the Task Order Ordering Officer address.

(3) The function of FAR 42.302(b)(6).

(c) If the task order ACO identifies a contract administration problem, the remedy for which is not covered by the above, the task order ACO shall request the Task Order Ordering Officer to delegate additional functions as necessary. The Task Order Ordering Officer may delegate authority by letter.

TOM APPOINTMENT (AUG 2005)

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

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 18 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

this task order:

Task Order Manager:

Karl Hamrick
 Naval Surface Warfare Center
 Measurement Science Department
 2300 5th Street
 Norco, CA 92878-5000
 (951) 273-3548

(b) 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, or basic contract PCO has issued a formal modification.

G14S CONTRACTOR'S SENIOR TECHNICAL REPRESENTATIVE (AUG 2005)

Contractors: Fill-in the information required below and submit it as an attachment to your proposal. The contractor's senior technical representative, point of contact for performance under this task order is:

Name: Maureen Collins
 Title: Contract Administrator
 Mailing Address: 8219 Leesburg Pike, Suite 401
 E-mail Address: mcollins@mckean-defense.com
 Telephone: 703-848-7936
 FAX: 703-883-1435

This order is incrementally funded and the amount currently available for payment is limited to \$78,215.00 inclusive of fee. It is estimated that these funds will cover the cost of performance through 31 December 2007. Subject to the provisions of the clause entitled "Limitation of Funds" (FAR 52.232-22) of the contract, no legal liability on the part of the government for payment in excess of \$78,215.00 shall arise unless additional funds are incorporated into the order by modification.

```
Accounting Data
SLINID  PR Number          Amount
-----  -
100001  [REDACTED]
LLA :
AA 97X4930 NH1M 000 77777 0 064267 2F 000000 MS001RC00491
Standard Number: N6426707RC00491
$78,215
```

```
BASE Funding [REDACTED]
Cumulative Funding [REDACTED]
```

MOD 01

```
100002  N6426708RC00076  [REDACTED]
LLA :
AB 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00076
```

CONTRACT NO.	DELIVERY ORDER NO.	AMENDMENT/MODIFICATION NO.	PAGE	FINAL
N00178-04-D-4078	NW01	23	19 of 32	

MOD 01 Funding ██████████
Cumulative Funding ██████████

MOD 02

100002 ██████████
LLA :
AB 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00076
Standard Number: N6426708RC00076-01
\$59,232.32 - INCREASE

MOD 02 Funding ██████████
Cumulative Funding ██████████

MOD 03

100003 ██████████
LLA :
AB 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00076
Standard Number: N6426708RC00076-02
\$53,080.76 INCREASE

300001 ██████████
LLA :
AB 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00076
Standard Number: N6426708RC00076-02
\$3,700 TRAVEL

MOD 03 Funding ██████████
Cumulative Funding ██████████

MOD 04

400001 ██████████
LLA :
AB 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00076
Standard Number: N6426708RC00076-03

MOD 04 Funding ██████████
Cumulative Funding ██████████

MOD 05

400002 ██████████
LLA :
AC 97X4930 NH1M 000 77777 0 064267 2F 000000 MS001RC00056
Standard Number: N6426709RC00056

600001 ██████████
LLA :
AC 97X4930 NH1M 000 77777 0 064267 2F 000000 MS001RC00056
Standard Number: N6426709RC00056

MOD 05 Funding ██████████
Cumulative Funding ██████████

MOD 06

400002 ██████████
LLA :
AC 97X4930 NH1M 000 77777 0 064267 2F 000000 MS001RC00056
Standard Number: N6426709RC00056-01

MOD 06 Funding ██████████
Cumulative Funding ██████████

MOD 07

400201 N6426709RC00056-02 ██████████

CONTRACT NO.	DELIVERY ORDER NO.	AMENDMENT/MODIFICATION NO.	PAGE	FINAL
N00178-04-D-4078	NW01	23	20 of 32	

LLA :
AC 97X4930 NH1M 000 77777 0 064267 2F 000000 MS001RC00056

MOD 07 Funding ██████████
Cumulative Funding ██████████

MOD 08

400202 N6426710RC00212 ██████████
LLA :
AD 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00212

MOD 08 Funding ██████████
Cumulative Funding ██████████

MOD 09

400203 N6426710RC00212-001 ██████████
LLA :
AD 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00212

600101 N6426710RC00212-001 ██████████
LLA :
AD 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00212

MOD 09 Funding ██████████
Cumulative Funding ██████████

MOD 10

400203 N6426710RC00212-01&02 ██████████
LLA :
AD 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00212

MOD 10 Funding ██████████
Cumulative Funding ██████████

MOD 11

400203 N6426710RC00212-01&02 ██████████
LLA :
AD 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00212

400401 N6426710RC00212-03&04 ██████████
LLA :
AD 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RC00212

MOD 11 Funding ██████████
Cumulative Funding ██████████

MOD 12

400402 N6426711RX00049 ██████████
LLA :
AE 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RX00049

MOD 12 Funding ██████████
Cumulative Funding ██████████

MOD 13

400403 N6426711RX00049-01 ██████████
LLA :
AE 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RX00049

6002 N6426711RX00049-01 ██████████
LLA :
AE 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RX00049

CONTRACT NO.	DELIVERY ORDER NO.	AMENDMENT/MODIFICATION NO.	PAGE	FINAL
N00178-04-D-4078	NW01	23	21 of 32	

MOD 13 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 14

400404 N6426711RX00049-02 [REDACTED]
LLA :
AE 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RX00049

MOD 14 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 15

400405 N6426711RX00049-03 [REDACTED]
LLA :
AE 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RX00049

6002 N6426711RX00049-01 [REDACTED]
LLA :
AE 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RX00049

MOD 15 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 16

400406 N6426711RX00049-04 [REDACTED]
LLA :
AE 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RX00049

6002 N6426711RX00049-01&04 [REDACTED]
LLA :
AE 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RX00049

MOD 16 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 17

400407 N6426711RX00049-00006 [REDACTED]
LLA :
AE 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RX00049

MOD 17 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 18

400601 N6426711RX00049-0007 [REDACTED]
LLA :
AE 97X4930 NH1M 000 77777 0 064267 2F 000000 MS000RX00049

MOD 18 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 19

400602 N6426712RX00044 [REDACTED]
LLA :
AF 97X4930 NH1M 252 77777 0 050120 2F 000000 A00000946017

MOD 19 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 20

400602 N6426712RX00044 [REDACTED]
LLA :
AF 97X4930 NH1M 252 77777 0 050120 2F 000000 A00000946017

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 22 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

MOD 20 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 21 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 22

400603 1300243414 [REDACTED]
LLA :
AG 97X4930 NH1M 251 77777 0 050120 2F 000000 A00001009566

400604 1300239930 [REDACTED]
LLA :
AH 97X4930 NH1M 251 77777 0 050120 2F 000000 A00000981849

MOD 22 Funding [REDACTED]
Cumulative Funding [REDACTED]

MOD 23

400605 1300280357 [REDACTED]
LLA :
AJ 97X4930 NH1M 251 77777 0 050120 2F 000000 A00001264265

MOD 23 Funding [REDACTED]
Cumulative Funding [REDACTED]

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 23 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

SECTION H SPECIAL CONTRACT REQUIREMENTS

5252.237-9501 ADDITION OR SUBSTITUTION OF KEY PERSONNEL (SERVICES) (OCT 2005)

(a) A requirement of this contract is to maintain stability of personnel proposed in order to provide quality services.

H.1 GOVERNMENT FURNISHED ITEMS

Government Furnished Equipment (GFE)

Equipment and Property. Government Furnished Equipment (GFE) will be provided to the contractor. Replacement of current GFE or acquisition of new equipment will be evaluated on a case by case basis to determine whether it will

be GFE or contractor furnished equipment (CFE)

Maintenance. The contractor shall conduct a preventive maintenance program as approved for government furnished

equipment. The program shall include written procedures for the test, repair, and calibration of each device, and the

frequency at which maintenance checks will be made.

Government Furnished Information (GFI)

Attachment B - Government Furnished Information contains a list of Government Furnished Information that will be

provided to the contractor. Some of this information can be accessed via the internet. Instructions are provided in the

attachment where applicable.

SECURITY REQUIREMENTS

Security classifications of the work to be performed will be unclassified.

NOTE: Foreign nationals may be submitted as candidates for unclassified positions.

Facilities. The government shall furnish the facilities required to house and maintain proper and efficient work areas

for unclassified data.

Security clearances are not required for contractor employees under this task order. The contractor shall ensure that

any new employees prior to their starting on the task, at a government facility, have been pre-cleared.

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 24 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

The Contractor shall be required to wear a Contractor identification badge at all times while on Government property.

H.2 PERSONNEL

List of positions and security clearance on the current support contract as follows:

No.	Related PWS Task	Security Clearance	Current Job Title
1	Technical Library Support	Secret	Project Manager
2	Technical Library Support	Secret	Data Analyst
3	Technical Library Support	Secret	Data Analyst (Senior)

H.2.1 KEY PERSONNEL QUALIFICATIONS

The following are the suggested minimum personnel who shall be designated as “key”. The contractor shall propose

appropriate labor categories for these positions. The implication of “suggested” is that the Government does not intend to dictate the composition of the ideal team to perform this task order.

1. Technical Library Support, Project Manager
2. Technical Library Support, Senior Data Analyst

H.2.1 SPECIALIZED DISCIPLINES

Job Title Project Manager

Related SOW Task All

Security Clearance: None

Functions.

Applies project management principles to investigate, analyze, plan, design, develop, implement, test, or evaluate METCAL systems. Reviews and prepares project and technical analyses, reports, change proposals, and other technical documentation. Applies project experience to perform functions such as system integration, configuration management, quality assurance testing, or acquisition and resource management. Analyzes, designs, develops, implements, tests, or evaluates software related to engineering or functional requirements of METCAL systems, associated support systems, or management information systems. Acts as project manager or supervisor, developing project procedures and controls, managing project efforts, and taking the lead in problem resolution. Interfaces with system or program contractors, vendors, and Government representatives regarding the technical aspects of the programs/projects. A project management professional certification is desirable.

Education.

Bachelor’s degree from an accredited college or university; and

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 25 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

Experience.

A minimum of ten (10) years of professional experience, and

Five (5) years of which must have been in a METCAL related discipline; and

Experience with program documentation preparation, and analysis, or financial management and an understanding of NAVAIR METCAL Milestone requirements.

Experience in analyzing and defining METCAL systems, and/or equipment's requirements, analyzing acquisition and logistics documentation, defining support requirements, or budget formulation.

Program or financial management and administration responsibilities experience related to Program Management, Engineering or METCAL Logistics Support including developing program controls, documentation, management procedures, and the development, update and revision of financial or management documentation.

Demonstrated the ability to supervise, direct, review, and otherwise coordinate all work performed by program contractors and subcontractor's management organization.

Demonstrated written and oral communication skills.

Allowable Substitution:

An additional eight (8) years of general experience is equivalent to a Bachelors Degree.

Job Title: Senior Data Analyst

Related SOW Task : All

Security Clearance None

Functions.

Conduct studies and analysis of a variety of topics relating to supply chain management of Metrology and Calibration Technical Publication products. Interprets policies and procedures. Receives, verifies, and processes a variety of documents. Performs various types of data entry. Controls input data, and tracks work from the computer installation to the distribution of reports. Trains subordinate personnel and acts as resource for problem resolution based on knowledge of various data processing functions. Troubleshoots microfiche production problems. Coordinate and participate in a variety of duties involved in transferring, interpreting, documenting, and summarizing descriptive, analytical and evaluative data in support of the NAVAIR METCAL program. The required education and experience are as follows:

a. Education: High School Diploma or General Equivalency Diploma; and

b. Experience: A minimum of eight (8) years in a data processing environment, and

Two (2) year of which must have been with logistics, material and inventory tracking, technical publication shipment, handling, and distribution.

Demonstrated knowledge of advanced data processing terminology and scheduling methods.

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 26 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

Ability to communicate effectively orally and in writing.

Ability to efficiently coordinate and maintain technical publications production schedules.

Demonstrated knowledge of basic principles and techniques of data processing and of maintaining a magnetic tape library.

Demonstrated written and oral communication skills.

5252.237-9501 ADDITION OR SUBSTITUTION OF KEY PERSONNEL (SERVICES)(OCT 2005)

(a) A requirement of this contract is to maintain stability of personnel proposed in order to provide quality services.

The contractor agrees to assign only those key personnel whose resumes were submitted and approved, and who are

necessary to fulfill the requirements of the effort. The contractor agrees to assign to any effort requiring non-key

personnel only personnel who meet or exceed the applicable labor category descriptions. No substitution or addition

of personnel shall be made except in accordance with this clause.

(b) If personnel for whatever reason become unavailable for work under the contract for a continuous period exceeding thirty (30) working days, or are expected to devote substantially less effort to the work than indicated in the proposal, the contractor shall propose a substitution to such personnel, in accordance with paragraph (d) below.

(c) The contractor agrees that [insert "during the term of the contract" or "during the first 30 DAYS of the contract"],

no key personnel substitutions or additions will be made unless necessitated by compelling reasons including, but

not limited to: an individual's illness, death, termination of employment, declining an offer of employment (for those

individuals proposed as contingent hires), or family friendly leave. In such an event,

the contractor must promptly provide the information required by paragraph (d) below to the Contracting Officer for

approval prior to the substitution or addition of key personnel.

(d) All proposed substitutions shall be submitted, in writing, to the Contracting Officer at least fifteen (15) days (thirty

(30) days if a security clearance must be obtained) prior to the proposed substitution. Each request shall provide a detailed explanation of the circumstances necessitating the proposed substitution, a

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 27 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

complete resume for the proposed substitute, information regarding the full financial impact of the change, and any

other information required by the Contracting Officer to approve or disapprove the proposed substitution. All

proposed substitutes (no matter when they are proposed during the performance period) shall have qualifications that are equal to or higher than the qualifications of the person being replaced.

(e) In the event a requirement to increase the specified level of effort for a designated labor category, but not the overall level of effort of the contract occurs, the offeror shall submit to the Contracting Officer a written request for approval to add personnel to the designated labor category. The information required is the same as that required in

paragraph (d) above. The additional personnel shall have qualifications greater than or equal to at least one (1) of the

individuals proposed for the designated labor category.

(f) The Contracting Officer shall evaluate requests for substitution and addition of personnel and promptly notify the

offeror, in writing, of whether the request is approved or disapproved.

(g) If the Contracting Officer determines that suitable and timely replacement of personnel who have been reassigned,

terminated or have otherwise become unavailable to perform under the contract is not reasonably forthcoming or that

the resultant reduction of productive effort would impair the successful completion of the contract or the task order,

the contract may be terminated by the Contracting Officer for default or for the

convenience of the Government, as appropriate. Alternatively, at the Contracting Officer's discretion, if the

Contracting Officer finds the contractor to be at fault for the condition, he may equitably adjust (downward) the contract price or fixed fee to compensate the Government for any delay, loss or damage as a result of the contractor's

action.

(h) Noncompliance with the provisions of this clause will be considered a material breach of the terms and conditions

of the contract for which the Government may seek any and all appropriate remedies including Termination for

Default pursuant to FAR Clause 52.249-6, Alt IV, "Termination (Cost-Reimbursement)".

INSURANCE - WORK ON A GOVERNMENT INSTALLATION

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 28 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

The following types of insurance are required in accordance with the clause entitled, Insurance - Work On A Government Installation (FAR 52.228-5), and shall be maintained in the minimum amounts shown:

- (1) Comprehensive General Liability: \$200,000 per person and \$500,000 per accident for bodily injury.
- (2) Automobile Insurance: \$200,000 per person and \$500,000 per accident for bodily injury and \$20,000 per accident for property damage.
- (3) Standard Workmen's Compensation and Employer's Liability Insurance (or, where maritime employment is involved, Longshoremen's and Harbor Worker's Compensation Insurance) in the minimum amount of \$100,000.

5252.211-9502 GOVERNMENT INSTALLATION WORK SCHEDULE (OCT 2005)

The Holidays applicable to this contract are:

New Year's Day 1 January

Martin Luther King's Birthday Third Monday in January

President's Birthday Third Monday in February

Memorial Day Last Monday in May

Independence Day 4 July

Labor Day First Monday in September

Columbus Day Second Monday in October

Veteran's Day 11 November

Thanksgiving Day Fourth Thursday in November

Christmas Day 25 December

PASSES AND BADGES:

All contractor employees shall obtain the required employee passes. The Government will issue badges without charge. When an employee leaves the contractor's service, the employee's Government pass and badge shall be returned within 10 days. The contractor personnel shall carry company employment identification with them at all times. Subcontractor employees must register with Security. They will be issued a temporary Government badge and

must be escorted by a contractor employee with a permanent badge at all times.

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 29 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

SECTION I CONTRACT CLAUSES

All the provisions of SECTION I of the basic contract apply to this task order plus the following:

52.204-7 Central Contractor Registration (Oct 2003)

52.216-8 - Fixed Fee (Mar 1997)

52.222-4 - Contract Work Hours and Safety Standards Act - Overtime Compensation (SEP 2000)

52.222-41 - Service Contract Act (1965)

52.223-6 - Drug Free Workplace (MAY 2001)

52.228-7 - Insurance - Liability to Third Persons (MAR 1996)

52.232-20 - Limitation of Cost (Apr 1984)

52.232-22 - Limitation of Funds (Apr 1984)

252-223-7004 - Drug Free Work Force (SEP 1988)

252.231-7000 - Supplemental Cost Principles (DEC 1991)

52.223-5 - Pollution Prevention and Right-To-Know Information (AUG 2003)

52.223-10 - Waste Reduction Program (Aug 2000)

52.237-02 - Protection of Government Buildings, Equipment, and Vegetation (Apr 1984)

52.245-4 - Government Furnished Property (JUN 2003)

252.223-7006 - Prohibition on Storage and Disposal of Toxic and Hazardous Materials (Apr 1993)

252.204-7005 - Oral Attestation of Security Responsibility (AUG 1999)

252.232-7003 - Electronic Submission of Payment Request (JAN 2004)

252.223-7006 - Prohibition on Storage and Disposal of Toxic and Hazardous Materials (APR 1993)

252.245-7001 - Report of Government Property (MAY 1994)

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the

contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary

of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 30 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within

30 days within which the Contracting Officer may exercise the option.

52.217-9 - Option to Extend the Term of the Contract (MAR 2000)

(a) The Government may extend the term of this task order by written notice to the Contractor on or before the expiration of the task order; provided, that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 days before the task order expires. The preliminary notice does not commit the Government

to an extension.

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

(c) The total duration of this task order, including the exercise of any options under this clause, shall not exceed 66 months.

52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of labor (29 CFR Part 4), this clause identifies the classes of service employee expected to be employed under the contract and states the wages and fringe benefits payment to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

52.219-6 NOTICE OF TOTAL SMALL BUSINESS SET-ASIDE. (JUNE 2003)

(a) Definition. "Small business concern," as used in this clause, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the size standards in this solicitation.

(b) General.

(1) Offers are solicited only from small business concerns. Offers received from concerns that are not small business concerns shall be considered nonresponsive and will be rejected.

(2) Any award resulting from this solicitation will be made to a small business concern.

(c) Agreement. A small business concern submitting an offer in its own name shall furnish, in performing the contract, only end items manufactured or produced by small business concerns in the United States or its outlying areas. If this procurement is processed under simplified acquisition procedures and the total amount of this contract does not exceed \$25,000, a small business concern may furnish the product of any domestic firm. This paragraph does not apply to construction or service contracts.

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 31 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

52.222-41 Service Contract Act (1965)

CONTRACT NO. N00178-04-D-4078	DELIVERY ORDER NO. NW01	AMENDMENT/MODIFICATION NO. 23	PAGE 32 of 32	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

SECTION J LIST OF ATTACHMENTS

Attachment A - Government Furnished Property (GFP)

Attachment B - Government Furnished Information (GFI):

1. NAVAIRINST 13640.1B
2. NAVAIRINST 13680.1B
2. NAVAIR 17-35QAC-01
3. NAVAIR 17-35POP-01
4. OPNAVINST 3960.16AC
5. Naval Aviation Maintenance Program (NAMP) includes Basic Instruction and Volume I through V.

Access this document via below link:

<http://www.safetycenter.navy.mil/Aviation/aeromedical/downloads/References/4790.2H/contents.pdf>

Attachment C - Project Staffing Plan Table

Attachment D - Quality Assurance Surveillance Plan (QASP)