PROVISIONING STATEMENT OF WORK

1.0 SCOPE. This Provisioning and Supply Support Statement of Work (SOW) specifies the Provisioning Technical Documentation (PTD) requirements this Navy acquisition contract.

2.0 APPLICABLE DOCUMENTS. The following documents apply to this acquisition.

2.1 MILITARY STANDARDS.

MIL-DTL-31000	Technical Data Packages (TDPs)
MIL-STD-129M	Marking for Shipment and Storage
MIL-STD-2073.1	Procedures for Development and Application of Packaging Requirements for DOD Material
ANSI MK 10.8	Material Handling Standard

2.2 OTHER DOCUMENTS.

NAVSEA Technical Specification 9090-1500, Policies and Procedures, Provisioning, Allowance and Fitting Out Support Manual, Chapter 4 (available at http://www.nslc.fmso.navy.mil/TechLog/PAFOS/PAFOS0.htm).

MIL-PRF-49506 of 11 Nov 96, Logistics Management Information (LMI) Performance Specification

OPNAVINST 4614.1F CH 2 of 28 Oct 95, Uniform Material Movement and Issue Priority System

NAVSUP Pub 437 of Jul 87, MILSTRIP/MILSTRAP

FAR 45, Federal Acquisition Regulations Government Property

SECNAVINST 5000.2B of 6 Dec 96, Implementation of Mandatory Procedures for Major and Non-Major Defense Acquisition Programs and Major and Non-Major Information Technology Acquisition Programs

DOD-STD 4100.38 of 1 Nov 83, DOD Provisioning and Other Re-procurement Screening Manual

NAVSUP P-719 of 6 June 1999 , Guide of the Assignment, Application and Use of Source, Maintenance & Recoverability Codes

3.0 PROVISIONING REQUIREMENTS.

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3.1 PROVISIONING PROGRAM. The Contractor shall establish, implement, and maintain a Provisioning Program in accordance with this Statement of Work (SOW), the Data Item Descriptions (DID) DD Form 1664 and the Contract Data Requirements Lists (CDRL) DD Form 1423. The Contractor shall establish necessary procedures to assure that provisioning data is collected, tracked, and integrated into the provisioning data files described in paragraph 3.5.

3.2 DEVIATIONS. When, in the opinion of the Contractor, a deviation from standards, previous instructions from the technical representative, or requirements of this SOW is in order, the Contractor shall make a request for deviation in writing to the Contracting Officer with an information copy to the technical representative. The Contracting Officer shall notify the Contractor in writing of approval or disapproval, of the deviation, within thirty (30) days after receipt.

3.3 PROVISIONING CONFERENCES.

3.3.1 CONFERENCES AGENDAS AND MINUTES. The Contractor shall be required to deliver the agenda and minutes for all provisioning related conferences.

3.3.2 PROVISIONING GUIDANCE CONFERENCE (PGC). The PGC is held to ensure mutual understanding of provisioning requirements and responsibilities. It is used to solidify the provisioning team's understanding of the provisioning system being used to develop and submit Provisioning Technical Documentation (PTD). The Contractor shall make facilities available at the Contractor's site for the PGC, which should be convened within 60 days after contract award. The Contractor and subcontractor personnel that will prepare the provisioning documentation shall be required to attend. The attendees of the PGC shall thoroughly review the requirements of this SOW and be ready to present any questions and recommendations relative to the provisioning requirements. [For GFE contracts] The Contractor shall have prepared a system block diagram/family tree (refer to System Configuration Provisioning List [SCPL]) to facilitate the determination of the level to which PTD submission will be required.

3.3.3 LONG LEAD-TIME ITEM PROVISIONING CONFERENCE (LLTIPC). Requirements and criteria for the LLTIPC will be addressed during the PGC. The purpose is to identify those items with a production/acquisition time frame warranting early acquisition.

3.3.4 INTERIM SUPPORT ITEM PROVISIONING CONFERENCE (ISIPC). Requirements and criteria for the ISIPC will be addressed during the PGC or when the ISS option is exercised.

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3.3.5 PROVISIONING CONFERENCE. The purpose of the Provisioning Conference is to finalize the technical and management coding of the Data Product Deliverables (DPD). Requirements and criteria for any provisioning in-process reviews leading up to the provisioning conference will be addressed during the PGC. The requirement and criteria for a Provisioning Conference will be addressed during the PGC. When the provisioning conference is required, the Contractor shall provide facilities unless the Government chooses to hold the conference at a Government facility.

3.4 PROVISIONING TECHNICAL DOCUMENTATION (PTD).

3.4.1 PROVISIONING SUBMITTAL. PTD submittal shall include Component Identification Data (CID), Data Product Deliverables and Engineering Data for Provisioning (EDFP). The Contractor shall provide PTD in accordance with this SOW, the LMI Worksheet, the associated DIDs and CDRLs, and the APL Worthiness Guidance found in PAFOS Chapter 4, Appendix G.

3.4.1.1 PTD SEQUENCING. Individual Provisioning List Item Sequence Numbers (PLISNs) shall be sequenced by one of the following methods:

a. Electronic Systems and Equipment. PTD for electronic systems and equipment shall be sequenced by reference designation.
b. Non-electronic Systems and Equipment. PTD for non-electronic systems and equipment shall be sequenced by indenture code.
c. Non-electronic Systems and Equipment having Electronic Components that are designed with Reference Designations. Any non-electronic systems or equipment containing electronic components shall be sequenced by indenture code; however, the PTD for the electronic components in these systems or equipment shall be sequenced by reference designation.

3.4.1.1.1 REFERENCE DESIGNATORS. For end items requiring a top-down breakdown by means of reference designation, the contractor shall assign reference designators. PAFOS Chapter 4, Appendix E provides an example of a breakdown in electronic equipment, and illustrates the relationships between Reference Designation, Quantity per Assembly, Quantity per End Item, and Part Number or Reference Number.

3.4.1.1.2 INDENTURE CODES. The contractor shall assign indenture codes for all non-reference designator provisioning packages. PAFOS Chapter 4, Appendix F provides an example of a breakdown in an HM&E equipment, and illustrates the relationship between Indenture Code, Quantity per Assembly, Quantity per End Item, and Part Number or Reference Number.

3.5 PTD DEVELOPMENT AND DELIVERY. Delivery of PTD shall either be via the government's Interactive Computer Aided Provisioning System (ICAPS) or in a format and media compatible with ICAPS as specified in PAFOS Chapter 4, Appendix K.

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ICAPS was developed by the government for the purpose of developing and transmitting provisioning related data and is available free of charge to contractor personnel as well as government agencies. Two versions of ICAPS, with supporting documentation, are currently available for downloading from the ICAPS home page at http://icaps.nctsjax.navy.mil. ICAPS Personal Computer – Windows (ICAPS PC-WIN), which allows for remote provisioning development and the ability to produce the required formatted outputs and ICAPS Client-Server (ICAPS C/S), which is a real-time database that enables all provisioning related activities to access and manipulate the data in the database over the internet. The contractor shall contact the TSA to obtain a user ID and password required for access to ICAPS C/S.

3.6 STATEMENT OF PRIOR SUBMISSION (SPS). The Contractor shall submit an SPS by providing Component Identification Data (CID) in accordance with the requirements of paragraph 3.7.2. The SPS shall apply to the end item, or to any component thereof, and it shall provide total identification of the system, equipment or component. By submitting an SPS, the contractor certifies all of the following:

- PTD, which may satisfy the requirements of the contract, has previously been furnished to the Government for the system, equipment or component being procured. (When an SPS is submitted without an APL identified, the submitter shall identify the Procurement Contract Control Number (PCCN), the submittal date and the government agency to which the PTD was previously submitted.)
- The required maintenance philosophy is fully supported.
- All replacement parts are 100% identical to those provided by the previously furnished PTD.

If there are maintenance philosophy/part differences, an SPS with Differences shall be submitted as a DCN with supporting EDFP that identifies the differences. The SPS with Differences shall identify the changed part numbers from before the change as deletions and the new part numbers as additions. The government shall reject an SPS if it does not meet both the data and certification requirements of this contract. If an SPS is rejected, the contractor shall be required to submit a new provisioning package that meets the requirements of paragraph 3.4.1.

3.7 COMPONENT IDENTIFICATION DATA (CID). The CDRLs and LMI Worksheet specify the data, format and media requirements for CID. The Contractor shall use CID to submit identification data for all systems and equipment. CID shall be delivered concurrently with every submittal of Data Product Deliverable. The Contractor shall use CID for submittal of Provisioning Header Data, Statements of Prior Submission (SPS), and Advance RIC requests.

3.7.1 PROVISIONING HEADER DATA CID. The Contractor shall submit header data with each provisioning project. For Provisioning Header Data, the Contractor shall submit the provisioning data products specified in the LMI Worksheet for each PCCN. The data shall provide the Navy sufficient end item information to identify the system or equipment, the applicable contract, and the planned installations.

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3.7.2 STATEMENT OF PRIOR SUBMISSION (SPS) CID. To satisfy the data and delivery requirements of SPS for GFE and CFE, the Contractor shall submit the provisioning data products specified in the LMI Worksheet.

3.7.3 ADVANCE RIC CID. The Contractor shall use CID to submit the data required to request an Advance RIC for any system or equipment that will not have PPL or a PAL request submitted in time for configuration identification. The Contractor shall submit the provisioning data products specified in the LMI Worksheet. Additionally, the following information shall be provided in the Characteristics Data field:

a. Name of person requesting the Advance RIC
b. Command or Activity
c. Date Advance RIC was requested
d. Scheduled date for complete PTD to be provided to the NAVSEA TSA
e. Applicable system/function, if known

The timeframe requiring an Advance RIC request shall be in accordance with the CDRL.

3.8 TOOLS AND TEST EQUIPMENT. Tools and test equipment built-in as an integral part of the equipment shall always be included in the PPL for the equipment.

3.9 ENGINEERING DATA FOR PROVISIONING (EDFP). Approved EDFP is required for all systems or equipment that are acquired for Navy use and for which PTD is being acquired. It is the technical data that provides definitive identification of dimensional, material, mechanical, electrical, or other characteristics adequate for provisioning of the support items of the end article(s) on contract. EDFP consists of but is not limited to data such as specifications, standards, drawings, photographs, sketches and descriptions, and the necessary assembly and general arrangement drawings, schematics, drawings, schematic diagrams, wiring and cable diagrams, etc., or what is sometimes referred to as form, fit and function. This data is necessary for the assignment of Source, Maintenance, and Recoverability (SMR) codes, for assignment of Item Management Codes, prevention of proliferation of identical items in the Government inventory, maintenance decisions, and item identification necessary in the assignment of a National Stock Number (NSN). EDFP format and content must be prepared in accordance with the latest industry standards and must be reproducible, as outlined below. Approved EDFP shall contain all appropriate annotations, i.e., proper Distribution Statements, Military Critical Technology markings, etc.

For items without a NSN, recognized industry standard or government specification or standard, the following order of precedence is required for EDFP:

a. Technical Data equivalent to approved Product Engineering Drawings as defined in MIL-DTL-31000
b. Commercial drawings
c. Commercial manuals, catalogs or catalog descriptions
d. Sketches or photographs with a brief description of dimensional, material, mechanical, electrical or other characteristics.

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EDFP shall provide for the following:

a. Technical identification of items of maintenance support considerations
b. Preparation of item identification for the purpose of assigning NSNs
c. Review for item entry control
d. Standardization
e. Review for potential interchangeability and substitutability
f. Item management coding
g. Preparation of allowance/issue lists
h. Source, Maintenance, and Recoverability coding

EDFP shall not be provided when the item is:

a. Identified by a government specification or standard which completely describes the item including its material, dimensional, mechanical and electrical characteristics
b. Identified in Defense Logistics Information as having an NSN with salient characteristics identical to the item
c. Item is listed as a reference item (subsequent appearance of an item) on a parts list

EDFP is used to accomplish the provisioning process and is required to perform provisioning when MIL- T-31000 is not on contract. It is important to emphasize that DOD policy is to use the existing Technical Data Package MIL-DTL-31000 contract requirements, *if part of the contract*, to support the provisioning process. Generally, this can be done by acquiring copies of products being developed for the MIL-DTL-31000 DIDs (DI-DRPR-81000 or DI-DRPR-81003) at the time of the provisioning events for cost of reproduction and delivery without regard to completeness of the drawing. EDFP shall be provided from the Technical Data Package CDRLs for DIDs DI-DRPR-81000 or DI-DRPR-81003 tailored to support the provisioning process and delivered concurrent with PTD. However, if CDRLs for these two DIDs are *not* part of the contract, the Contractor shall provide the EDFP in accordance with CDRL(s) for DID DI-ALSS-81530. EDFP shall not be provided when the item is identified in the Defense Integrated Data System with a type item identification of 1, 1A (K), or 1B (L) or (3) the item is listed as a reference item (subsequent appearance of an item on a parts list).

3.10 MANUFACTURER'S COMMERCIAL MANUALS. The Contractor shall provide the manufacturer's commercial manuals. These manuals will be used to supplement EDFP and the provisioning data. This requirement applies only if commercial manuals are available. If no commercial manual exists for the equipment or component, then this requirement for that equipment or component will be waived.

3.11 PROVISIONED ITEM ORDER (PIO). If the Government elects to procure support items from the contractor, the Government will release an initial basic PIO for the required support items. If concurrent delivery is required and such delivery necessitates a delay in the delivery of the end items or components, an adjustment in the

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delivery requirements will be considered. The Government reserves the right to place additional orders for support items during the life of the contract.

3.12 VENDORS/SUBCONTRACTORS. When the prime contractor buys end articles or a portion thereof from a vendor/subcontractor, the prime contractor shall impose this specification upon its vendors/subcontractors. The inclusion of the requirement for such data on contractor's subcontracts/purchase orders to its vendor/subcontractors does not relieve the prime contractor of its obligation to insure timely delivery of the required Provisioning Data Products, EDFP, and other provisioning deliverables.

3.13 PTD SUBMISSION SCHEDULES. PTD will be delivered as specified for the following commodity types.

Small Boats and Crafts. For mission critical systems and equipment requiring LMI supportability analysis, PTD is due to the Government 180 days after release of the purchase order for delivery or fabrication. For systems and equipment not requiring LMI supportability analysis, PTD is due 60 days after release of the purchase order for delivery or fabrication. PTD submissions shall be entered into a configuration database in accordance with local procedures.

Shipbuilding and Conversion. A PTD Submission Schedule (PTDSS) shall be submitted in accordance with the following guidelines. For those systems and equipment requiring LMI supportability analysis, PTD is due to the Government 180 days after release of the purchase order for manufacture; for those not requiring LMI supportability analysis, PTD is due 60 days after release of the purchase order for manufacture. After consideration of these PTD submission requirements, the contractor shall develop a PTD Submission Schedule to comply with the criteria set forth as follows:

PTD Due Date	**New Construction**				**Conversion Activation Modernization**
	Over 36 Months*		**Less Than 36 Months***		
	Lead Ship	**Follow Ship**	**Lead Ship**	**Follow Ship**	
30 Months Prior to Ship Delivery	60%	70%	N/A	N/A	
24 Months Prior to Ship Delivery	80%	90%	40%	50%	
18 Months Prior to Ship Delivery	90%	95%	60%	70%	
4 Months Prior to Load COSAL Cutoff	100%	100%	100%	100%	100%
* Refers to length of construction period. Construction period extends from date of construction contract ward to contract delivery date.					

The PTD Submission Schedule shall, at a minimum, consist of a graph developed from the ratio of anticipated monthly PTD submissions for the acquisition. This graph shall be

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plotted across a timeline depicting the length of construction period in months. PTD submissions shall be entered into a configuration database by the contractor, in accordance with local procedures, for monitoring.

Ship Overhaul and Availability Contracts. PTD is required as a separate line item in the basic contract and shall be delivered to the Government within sixty (60) days after release of each equipment purchase order for delivery or fabrication.

3.14 SHIP LEVEL PROVISIONING PARTS LIST (SLPPL). The Provisioning Parts List (PPL) shall be prepared to the ship level. A SLPPL shall contain miscellaneous parts and items that are not included in individual equipment or component (unit) provisioning data or Common and Bulk Items List (CBIL). SLPPL items are not associated with a specific parent system or equipment; however, they can be related to an overall ship system and they are used to develop the 89000 Series APLs. All items part of SLPPL shall be segregated by their application to basic ship functions as identified by the following Ship Work Breakdown Structure (SWBS):

SWBS Code	Functional Title	SWBS Code	Functional Title
100	Hull Structure	600	Outfit and Furnishings
200	Propulsion Plant	700	Armament
300	Electric Plant	800	Integration/Engineering
400	Command and Surveillance	900	Ship Assembly and Support Services
500	Auxiliary Systems		

At a minimum, a separate SLPPL shall be prepared for each SWBS code listed above. An item having multiple applications shall be listed in each SLPPL for each ship level SWBS code in which it is used. The requirement for a SLPPL applies to New Construction, Availability, and Boat and Craft contracts only.

3.15 SYSTEM CONFIGURATION PROVISIONING LIST (SCPL). The SCPL establishes a "family tree" relationship of components to the end item (system). This is required for GF end items (systems) only. The GF SCPL will detail each separate appearance of the component level items that comprise the end item (system) and will also list all attaching parts used to integrate the component level items into the end item (system). These attaching parts should not be included in the individual component level item PPL.

3.16 DESIGN CHANGE NOTICE (DCN). The contractor shall notify the TSA of all changes, whether of a production or modification type, which are approved for incorporation into the end item and which modify, add to, delete, or supersede parts in the end item or its supporting equipment. When an approved engineering design or production change requires new identification as specified in DoD-STD-00100D (AR), paragraph 402.14, the contractor shall submit PTD revisions via DCNs in accordance with the following:

a. When the approved change affects interchangeable repairable assemblies so as to introduce non-interchangeable parts, identify the part number before the change as a deletion and the part number after the change as an addition.

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b. Change and document the part number of the next higher assembly, and those of all progressively higher assemblies, up to the assembly where interchangeability is reestablished. PTD shall include the interchangeable assembly.
c. EDFP is not required for deleted items.
d. Changes that occur after PTD has been delivered shall be documented as a revision to the applicable PTD.

When the design change significantly impacts the system or equipment configuration, and when directed by the Administrative Contracting Officer, a changed system or equipment shall be provisioned as a new end item and documented by PTD with associated EDFP.

3.17 INTERIM SUPPLY SUPPORT (ISS) PROVISIONING REQUIREMENTS. If the ISS option is exercised, Interim Support Item Lists (ISILs) will be required which will provide a parts breakdown of the system or equipment using mandatory DPDs for each part. The specific DPDs required to determine ISS requirements are identified in the LMI Worksheet attached to the contract. The contractor shall utilize the same data development and submission methodology for ISS as required for the remainder of the provisioning related data.

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