AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE OF PAGES	
S	1	32

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO.(If applicable)
0002	11-Dec-2014	N5005414RCFOC40	

6. ISSUED BY CODE N00189

NAVSUP FLC NORFOLK CONTRACTING
NORFOLK OFFICE
ATTN: J. ANDREWS
1968 GILBERT STREET, SUITE 600
NORFOLK VA 23511-3392

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

See Item 6

8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)

CODE FACILITY CODE

X	9A. AMENDMENT OF SOLICITATION NO. N00189-15-R-0001
X	9B. DATED (SEE ITEM 11) 12-Nov-2014
	10A. MOD. OF CONTRACT/ORDER NO.
	10B. DATED (SEE ITEM 13)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

[X] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer [ ] is extended, [X] is not extended.

Offer 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 1 copies 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 ACKNOWLEDGMENT 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)

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

[ ] A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

[ ] 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).

[ ] C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

[ ] D. OTHER (Specify type of modification and authority)

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.)

to address vendor questions and modification as a result. Changes include but are not limited to the following:

1. Updated PWS Section C.10(e) to allow for general and specialized experience to be gained concurrently.
2. Updated Instructions to Offerors - Proposal Format and Cost/Price Proposal
3. Graphics in C.7.1.1.1 DELIVERY ORDER SUMMARY REPORT were removed and provided in Attachment IX - Graphical Presentation Summary Report
4. Updated PWS Section C.4

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) TEL: EMAIL:	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY (Signature of Contracting Officer)	16C. DATE SIGNED 11-Dec-2014

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION C - DESCRIPTIONS AND SPECIFICATIONS

The following have been modified:
PERFORMANCE WORK STATEMENT

PERFORMANCE WORK STATEMENT (PWS) TECHNICAL SERVICES

C.1 SCOPE OF WORK

(a) This Performance Work Statement (PWS) describes the minimum effort required to provide the C4I, ASW, USW, MIW and Combat Systems engineering, analytical, logistics and technical support to the Mid Atlantic Regional Maintenance Center (MARMC). Technical Support shall be defined as: providing the equipment and system expertise to aid in trouble shooting, repair, assessment analysis, inspection, root cause localization, identification, maintenance training, logistics configuration support, alteration development /installation, and/or long term problem resolution, related to the specific equipment.

(b) Due to the flexible nature of the configuration of the various classes of U.S. Navy ships in use and supported by MARMC; and since not all ships have the same systems/equipment installed and many of the systems/ equipment have more than one version; a complete list of these systems and equipment is not possible. Additionally, systems/equipment are continually being added and/or deleted from service as they are developed or become obsolete. Essentially, ship systems include any and all systems and equipment both major and minor, that comprise the C4I, ASW, USW, MIW and Combat Systems and suites, including their power supplies, ancillary, peripheral, sensors, support equipment, trainers, training and tactical software, and handling systems. The contractor shall be tasked to perform on any shipboard mechanical/electrical/electronic system and or the equipment that may be installed in any vessel or shore facility worldwide.

(c) A major portion of the work required under this contract will be troubleshooting, assessment, installation, test, certification, incidental repair, refurbishment and the logistical support to combat systems, C4I systems ASW, USW and MIW systems and associated support systems (including but not limited to, ventilation, cooling water, electrical, cable, and fiber,) worldwide.

(d) When ordered in individual Performance Work Statements (PWS), the Contractor shall provide the requisite engineering, analytical, logistical, and technical support of a non-personal nature for ship with C4I, ASW, USW, MIW and Combat Systems. Support shall be provided in the following areas:

(1) Technical Assistance
(2) Equipment Operation Assessment
(3) Shipboard Alteration (SHIPALTs), Temporary Alterations (TEMPALTs), Mechanical Alterations (MACALTs), Ordnance Alterations (ORDALTs), Alteration Installation Team (AIT) Engineering Change (ECs) and Field Change (FCs) Support
(4) Extended Shipyard or Pier side Availability Repair and Modification support
(5) Integrated Logistics Support (ILS)
(6) Program Planning
(7) Reliability Engineering Support
(8) Training Support

(e) The Contractor may be directed to perform tasks on board United States Navy (USN), United States Coast Guard (USCG), Military Sealift Command (MSC), Foreign Military Sales (FMS) and other vessels or at various

government/commercial shore facilities both in and out of the Continental United States (CONUS/OCONUS) as designated in individual PWS.

C.2 APPLICABLE DOCUMENTS

(a) Obtaining Copies of Documents. When needed for performance of ordered tasks, contractor shall obtain and provide necessary copies of Specifications, Standards, Handbooks, and Data Item Descriptions stocked at Naval Publications and Forms Center (NPFC) or to an industry standard adopted by DOD. If the required document is not in stock at NPFC, then the originator of the individual PWS shall provide it.

(b) When needed for performance of ordered tasks, the technical assistant of the individual PWS, will provide technical documents such as Military Standards, instructions, technical manuals, engineering drawings, maintenance documentation, ILS documentation, etc. which are not stocked at NPFC.

C.3 TASK REQUIREMENTS:

(a) Work to be performed and required deliverables shall be described in PWSs to be placed against the contract by the Contracting Officer or designated Ordering Officer and shall be within the parameters of one or more of the general tasks listed below in paragraphs C.3.1-C.3.8.

(b) As may be required to perform the level of effort described in the PWS, the Contractor shall furnish all labor and facilities in order to: fabricate, assemble, receive, install, remove, inventory, verify, package, store, and ship both material and equipment as necessary in the performance of these efforts except for those facilities, material, and equipment specifically provided by the Government. The Contractor shall acquire or procure those incidental material items necessary to complete tasking.

(c) The Contractor is solely responsible for the technique which will be used to fulfill the terms of this Performance Work Statement (PWS). Further, the Contractor remains solely responsible for control and supervision of their contracted personnel in performance of this PWS.

(d) The Contractor is solely responsible for the safety of their personnel while working on board ships, as well as when working in shipboard tanks and confined spaces. The contractor shall perform atmospheric safety certification when work is required in tanks and unventilated space.

C.3.1 FLEET TECHNICAL ASSISTANCE (FTA) TASKS - Provide technical support for the evaluation and correction of fleet equipment/system casualties; provide technical assistance on mechanical/electrical/electronic /combat systems to incidental repair or replace malfunctioning or failed components, units or subsystems. This assistance will generally consist of problem analysis, troubleshooting, isolation, correction and checkout testing to return the C4I, ASW, USW, MIW and Combat Systems mechanical/electronics systems/equipment to fully operational condition.

(a) The Contractor shall perform this system and/or equipment troubleshooting, repair and evaluation in naval ships and shore-based activities CONUS and/or OCONUS. Typical of the type of service that may be required, but not intended to be an all-inclusive list are:

(1) Provide on-site and distance support (DS) technical assistance and coordination for assigned mechanical/electrical/electronic/combat systems, and related equipment as described in C.1(b).

(2) The Contractor shall provide hardware and software technical expertise to troubleshoot equipment failures, determine corrective repair action and repair equipment.

(3) Provide logistical or logistics support as an integral part of on-site technical assistance.

(4) The Contractor shall provide hardware and software technical expertise to train ship’s force personnel in the operation, maintenance and logistics support of specific equipment.

(5) Preparation of written debriefs to ship's force and MARMC managers or other designated Government representatives. The format for this effort would be in accordance with the Joint Fleet Maintenance Manual (current revision), Technical Assistance Visit Report (TAVR), and or MARMC Branch heads or designated governmental representative direction.

(6) Original Equipment Manufacturer (OEM) technical support as required.

(7) The Contractor shall support/use current government software systems for tracking of problems associated with equipments/systems, and for system analysis.

(8) The contractor is required to supply personnel through using the Prime or subcontractor (Teaming partners) personnel. If needed, Prime contractor may use purchase orders to secure personnel to accomplish task order.

C.3.2 SYSTEM EQUIPMENT ASSESSMENT TASKS - The Contractor shall perform C4I, ASW, USW, MIW and Combat Systems assessment and maintenance of shipboard systems and equipment, training in maintenance/overhaul processes, identification, compilation and production of Measures of Effectiveness (MOE's) and other metrics as required, as well as data analysis and reliability engineering.

(a) Typical of the type of service that may be required, but not intended to be an all-inclusive list are:

(1) The Contractor shall identify the need for, and then develop, maintain, assess, and/or modify formalized ship-visit programs, equipment test programs which will include the ship visit criteria, plans, tests, procedures to be employed, and/or related documentation.

(2) The Contractor shall, using established operation and maintenance data reporting systems whenever feasible, perform measurement of the operational and maintenance performance of systems/equipments and logistic support items.

(3) The Contractor shall identify the need for, and then develop, maintain, assess, and/or modify engineering change proposals, instructions, technical manuals, maintenance requirement cards, engineering drawings, and other technical documents. This effort may include manuscript, preliminary, and/or document preparation.

(4) The Contractor shall utilize TAAS, Maintenance Data System/Casualty Reports (MDS/CASREP) and other data to determine whether assigned equipment is properly supported and provide data as needed to assigned government technical point of contact provided in PWS.

(5) The Contractor shall operate, test, inspect, align, groom, repair and assess equipment material condition during TSRA, HM& ERA / INSURV's, CSA, INSURV, and Pre-Deployment grooms, or similar test and inspection programs as necessary.

(6) The Contractor shall support/use current government software systems for tracking of problems associated with equipments/systems.

(b) Participation in the aforementioned efforts may require frequent and extended travel to various naval homeport locations, as well as remote locations OCONUS.

C.3.3 SHIPBOARD ALTERATIONS (SHIPALTS), ORDNANCE ALTERATIONS (ORDALTS), ALTERATION INSTALLATION TEAM (AIT), ENGINEERING CHANGES (ECS) AND FIELD CHANGES (FCS) SUPPORT. The contractor shall be responsible for performing systems alterations to C4I, ASW, USW, MIW and Combat Systems. This tasking may include (but not be limited to):

(a) Develop concepts, define requirements, conduct system analysis, develop design requirements and

specifications, prepare implementation plans, and propose applications.

(b) Develop plans, conduct hardware and software tests, and/or prepare related procedures involving environmental surveys, periodic acceptance certification, quality assurance, failure analysis, and similar test requirements.

(c) Provide engineering, planning acquisition, scheduling, and expediting functions, associated with removals, modifications, installations, and repair, of assorted equipment and systems.

(d) Conduct pre and post testing of shipboard system modifications/installations.

(e) Determine availability of critical parts for installations/repairs and perform progressing and expediting functions as required to meet delivery schedules.

(f) Provide shop facilities to prefabricate parts and components as needed for alterations.

(g) Procure, store, and stage incidental material to support alterations.

(h) Install equipment/systems including rip out, removals, platform installations, equipment, pipes, valves, wiring, electronic components, foundations, supports, cables, connectors and other components required for complete systems.

(i) Provide program support to include adapting and modifying alteration documentation as required. Provide data packages, results or reports. Compile complete documentation required for government certification of all installed systems.

(j) OEM technical support as required.

(k) The contractor shall provide for Quality System Management Support.

C.3.4 EXTENDED SHIPYARD OR PIER SIDE AVAILABILITY REPAIR AND MODERNIZATION SUPPORT TASKS. - The Contractor shall, independently or as a member of a government/contractor/shipyard repair team perform the following tasks:

(a) The shipyard or pier side availability repair tasks and related services necessary to provide the support to the C4I, ASW, USW, MIW and Combat Systems are typical tasks, which include but are not limited to:

(1) Repair, align, calibrate, and test designated mechanical, electrical, electronic and combat systems/equipments, including removal from and reinstallation at shore sites or onboard assign vessels, in accordance with formal procedures from applicable technical manuals and instructions.

(2) Install or prepare newly installed or existing mechanical /electronic systems/equipments for formal testing at shore sites or onboard various ships. Perform the designated formal tests to validate the specific operational and performance criteria. Submit a formal report certifying the overall and specific physical, operational and performance status.

(3) Shall develop, analyze, assess, validate, comment on, maintain, and/or modify technical criteria and/or repair and overhaul of systems/equipments that prescribe the scope, depth, and frequency of maintenance and inspections to be performed.

(4) Identify the need for, develop, analyze, maintain, assess, and/or modify plans and other documents for the establishment, certification or improvement facilities, documentation, and support equipment, training, and manning to assure continuing fleet support.

(5) The Contractor shall provide engineering services and assistance for equipment repairs beyond the skill level and resource capability of the fleet, shore maintenance activities and shipyards.

(6) Participation in the efforts described above may require frequent and extended travel both in and out of CONUS.

(b) The Contractor shall support/use current government software systems for tracking of problems associated with equipment/system.

C.3.5 INTEGRATED LOGISTIC SUPPORT TASKS - The Contractor shall perform those integrated logistics and related support services as necessary to include logistics audits, reviews and assessments, which determine the adequacy of logistics support and recommend corrective actions to technical documentation, tools, support equipment, configuration, test equipment, and repair parts.

(a) Typical of the type of service required to maintain C4I, ASW, USW, MIW and Combat Systems, which may be required but, is not intended to be an all-inclusive list are:

(1) The Contractor shall develop, execute, maintain, assess and recommend changes to ILS plans, policies, procedures, and other related documentation.

(2) The Contractor shall identify the need for, develop, assess, present and/or maintain operations and maintenance training material.

(3) Perform shipboard ILS validations and verifications, review logistic documentation and submit 4790/CK forms to document configuration changes. This type of update includes Coordinated Shipboard Allowance List (COSAL) reviews for proper Allowance Parts List (APL) coverage, identification of material requisitions for items that are required to correct discrepancies, the preparation of PMS documentation, the development of Provisioning Technical Documentation (PTD) and the maintenance of ship system configuration data.

(4) Assist in updating of ship's Current Ships Maintenance Project (CSMP) with validated deferrals in accordance with specified uploading procedures. The development of line diagram and system operating procedures as well as equipment/system maintenance requirements may also be required.

(5) Develop or update configuration base lines through component validations of installed equipment and systems.

(6) Assist in identifying, locating, requisitioning, tracking and storing parts, material, and specialized tools and equipment required for routine periodic and specialized maintenance actions.

(7) Assist in the inspection, receipt, loading, transportation and issue of parts, material, and specialized tools and equipment required for routine periodic and specialized maintenance actions.

(b) The Contractor shall support/use current government software systems for tracking of problems associated with equipment/system.

C.3.6 PROGRAM PROJECT MANAGEMENT SUPPORT TASKS. - Program/project support tasking may include any and all existing programs or new programs that affect the shipboard maintenance which the MARMC has the cognizant responsibility to execute in support of the C4I, ASW, USW, MIW and Combat Systems. Tasking may include:

(a) The Contractor shall perform those program support tasks and related services necessary to prepare, update, and maintain various presentation packages consisting of charts, graph handouts, etc.

(b) The Contractor shall attend and participate in various reviews, meetings, conferences, boards, working groups, demonstrations, tests, audits, surveys, etc., in the performance of the other tasking elements of this PWS.

(1) Attendance and participation in the efforts described above may require the preparation of graphic and/or textual presentation material; the taking of minutes; and/or the publication of agendas, reports, and/or action items lists.

(2) Develop and maintain various government controlled off-line databases and Internet Web databases in support of these programs.

(3) The contract may be required to provide OEM technical support as required. The contractor is required to supply personnel through using the Prime or subcontractor (Teaming partners) personnel. If needed, Prime contractor may use purchase orders to secure personnel to accomplish task order.

C.3.7 RELIABILITY ENGINEERING SUPPORT. - Reliability engineering support tasking may include any C4I, ASW, USW, MIW and Combat System, all existing programs and/or new programs that affect the shipboard maintenance which the MARMC has the cognizant responsibility to execute. Typical of the type of service that may be required, but not intended to be an all-inclusive list are:

(a) Provide system and equipment engineers to support/evaluate overall Combat, ASW, USW, MIW, and C4I maintenance philosophies, maintenance strategies, diagnostic systems and machinery data measurement and analysis.

(b) Provide reliability centered maintenance support for the review and revision of individual equipment system maintenance strategies.

(c) Perform inspections, examinations and analysis in order to:

(1) Recommend Reliability and Maintainability (R&M) alterations.
(2) Perform failure mode analysis on designated shipboard equipment/systems.
(3) Identify and correct logistics deficiencies.
(4) Recommend equipment specific training in maintenance, logistic practices, and using diagnostic data.
(5) Provide condition monitoring that can be used to anticipate necessary maintenance actions and preclude catastrophic equipment or system failures and time directed overhauls.

(d) Perform comparative analysis of technical manuals, repair specifications, test procedures, engineering drawings and associated technical, logistic and PMS data to verify compliance with established philosophies and directives.

(e) Conduct site surveys and provide technical reports on findings.

(f) Provide engineering analysis using equipment/system diagnostic performance data or material condition assessments to develop repair recommendations.

(g) Conduct studies and analysis, research the scientific and technical community, develop concepts, and provide reports on state-of-the-art or emerging technology.

(h) Develop recommendations for improved maintenance methods and actions, including productivity and quality enhancements, maintenance schedules, diagnostic tools, safety features, etc.

(i) Develop comparative analysis optimization procedures within program parameters using diagnostic trend data, condition assessment historical data, maintenance deferral data and historical casualty data that, if adopted, would reduce fleet maintenance cost, increase Mean Time Between Failures (MTBF) and/or increase fleet material readiness.

(j) Conduct verifications and validations to ensure system performance parameters meet design requirements in accordance with post overhaul test requirements, installations or alterations.

(k) Perform analysis to identify and track configuration changes for various equipment and systems documented in the Navy 3M system.

(l) Perform trending studies from equipment diagnostic and maintenance data and operational logs in order to develop failure mode analysis curves and recommendations for improvement.

(m) Develop optimization procedures within program parameters, such as cost, time, material, labor, etc. through engineering analysis.

(n) Provide technical assistance and guidance to Ship's Force, Type Commanders, and other cognizant Navy Technical Activities pertinent to the operation and support of program systems and requirements.

(o) Identify the need for developing, maintaining, reviewing and/or modifying technical manuals, maintenance requirements cards, engineering drawings, technical repair standards, and other technical documents. This effort may include manuscripts, preliminary, or final levels of preparation.

(p) Provide OEM technical support as required.

C.3.8 TRAINING SUPPORT. The Contractor shall perform those training of the C4I, ASW, USW, MIW and Combat Systems, as well as related support services as necessary to include Plan, develop, and prepare training curriculum. Typical of the type of service that may be required, but not intended to be an all-inclusive list are:

(a) Conduct classroom technical training in the operation, maintenance, and repair of systems and equipment. Conduct on-the-job training, in conjunction with repair assistance tasking, in the proper operation and maintenance of various systems and equipment. Develop training curricula, student handouts, instructor guides for use in accomplishing courses, i.e., Type Commander requested onboard training seminars or system familiarization workshops for ship's force personnel, Government agencies, IMA personnel etc. who are tasked with aligning, repairing, operating or maintaining ship board systems and equipment. Maintain records of all classroom and on-the-job technical training conducted for Government personnel including identification of person(s) trained, parent command of person trained, location of training, subject of training, date of training conducted, and duration of training.

(b) Revise existing curriculum to meet changing overall training and/or course objectives. Curricula development will conform to appropriate MIL-STDs covering courseware and content. Evaluate existing training curriculum. Validate the effectiveness of training and the meeting of training objectives. Provide appropriate reports and recommendations.

(c) Design, develop and produce interactive multi-media instructions (IMI) for various launchers, gun mount systems, and similar as specified in the statement of work and provide OEM technical support as required.

C.4 FACILITIES

(a) It is anticipated that the following level of effort for each lot year will be utilized as follows:

Approximately 85% Norfolk, VA
Approximately 15% more than 50 miles from Norfolk VA.

Note:

- For pricing purposes, consider 100% of work to take place at Government Site.
- This does not constitute a guarantee by the Government that these personnel will be utilized by, or may be billed to the Government.

(b) The Contractor is required to have liaison offices in accordance with the following:

(1) Upon award of contract, the Contractor shall maintain a primary facility within a Fifty (50) miles commuting distance of MARMC. The facility shall be adequate for performance of the tasks required by the PWS including at least 15,000 square feet space available for the temporary storage of SECRET materials and documentation. The facility shall have at least 4,000 square feet of space certified in accordance with DOD5220.22/M (NISPOM) for storage of up to and including CONFIDENTIAL equipment/material. The facility will have at least 100 square feet of space, certified in accordance with DOD5220.22/M (NISPOM) for storage of material up to and including SECRET. Additional adequate storage space shall be available to maintain, package, ship, and temporarily store test equipment and fixtures, and technical documentation. This storage area shall meet the following humidity and temperature requirements as specified: Winter 75 degrees F and 35-40% relative humidity; and summer, 75 degrees F and 45-50% relative humidity.

C.5. CONTRACT SECURITY CLASSIFICATION SPECIFICATION:

(a) The Department of Defense Contract Security Classification Specification (Form DD254), attached hereto, itemizes the security classification requirements for this contract. The work to be performed under this contract requires access to, and the handling of classified information up to and including the SECRET security level. The Contractor shall obtain personnel clearances from the Department of Industrial Security Program prior to starting work under this contract.

(b) All personnel performing classified duties under this contract shall possess at minimum, a DOD industrial Security Clearance of at least CONFIDENTIAL for all personnel assigned to perform work on board assigned vessels and facilities with the ability to obtain a SECRET clearance as required in individual PWS. Contractor requests for visit authorizations shall be submitted in accordance with DOD 5520.2M (Industrial Security Manual for Safeguarding Classified Information) as early as possible and not later than five working days prior to visit (except in cases of urgency).

C.6 REQUIRED STANDARDS OF WORKMANSHIP: Unless otherwise specifically provided for in this contract, the quality of all services and work performed hereunder shall conform to the highest standards in the relevant profession, trade or field of endeavor.

(a) All services shall be rendered by or supervised directly by individuals fully qualified in the relevant profession, trade or field, and holding the appropriate licenses required by law.

(b) All work to be performed hereunder will be in accordance with specifications, references and/or engineering drawings specified in the contract or in individual PWSs.

(c) All material and workmanship shall be subject to inspection and test at any time during the Contractor's performance of the work involved to determine quality and suitability for the purpose intended and compliance with the terms of the contract. In the event any material or workmanship furnished by the Contractor is found to be deficient, prior to final acceptance, the Government shall have the right to reject such material or workmanship, and to require its correction or replacement. The Contractor shall provide and maintain an inspection system acceptable to the Government covering the work specified in the contract and subsequent PWS. Records of all inspection work by the Contractor shall be complete and available to the Government.

(d) The Contractor shall exercise reasonable care to protect designated sites and vessels from fire and shall maintain effective supervision over the activities of craftsmen, and similar workers, including authorized subcontractor.

(e) The Contractor shall at all times keep the work site free from accumulation of waste material, debris or rubbish caused by his employees and their work, and at the end of each work day shall leave the site and its immediate vicinity "broom clean", unless more exactly specified in a PWS.

(f) The Contractor shall have a quality program in compliance with ISO 9000 requirements, unless higher requirements are specified in the PWS.

C.7 REPORTS

Within sixty (60) days of contract award, the Contractor shall complete development of, and maintain, a Internet site accessible through the latest version of Firefox, Netscape, and/or Internet Explorer, and capable of supporting on-line real time cost and technical reporting as further described in paragraphs C.7.1, C.7.1.1.1, C.7.1.1.2, C.7.1.1.2.1, C.7.1.1.2.2, C.7.1.2.3, C.7.1.2.4, C.7.1.2.5, C.7.1.2.6, C.7.1.1.3, C.7.1.2, C.7.1.2.1 and C.7.1.2.2 below. The following paragraphs are an example of one way of setting up an Internet base site. These reports shall support a print capability and have the option to download into an electronic format. "Electronic format" is defined as Microsoft Office 2000 ACCESS, EXCEL, or a format, which can be converted to any of the preceding file formats from within the listed software programs.

The Internet site shall be capable of supporting two (2) distinct levels of Government personnel access as follows:

1. Supervisory Access – MARMC Division 280 and Division 290 Technical Support Division and branch heads shall be granted access (Read Only) to delivery orders for each of their respective contractor support delivery orders.

2. COR/ACOR Access – The MARMC COR and ACOR assigned to this contract shall be granted full access (Read Only) to all delivery order reporting.

C.7.1. COST REPORTING

The cost reporting system shall be linked to the contractor's Defense Contract Audit Agency (DCAA) approved accounting system in order to assure timely cost data reporting.

C.7.1.1.1 DELIVERY ORDER SUMMARY REPORT

(a) The Task Order Summary Report is a high level status of all costs associated with an individual task order. This report shall include the following data:

(1) Task Order Number
(2) Task Order Title
(3) Start Date
(4) Completion Date
(5) Contractor Program Manager or Engineer (P.O.C.) assigned to task
(6) In addition to the aforementioned data, the contractor shall provide the following cost accounting data.
(7) Awarded/Expended to Date/Remaining Total Funding/Funded
(8) Dollar Percentage Expended
(9) Awarded/Expended to Date/Remaining Labor Dollars
(10) Awarded/Expended to Date/Remaining Straight Time (ST) and Overtime (OT) Labor Hours
(11) Percentage Hours Expended [ST/OT/Cumulative]
(12) Awarded/Expended to Date/Committed/Remaining Travel Dollars
(13) Awarded/Expended to Date/Committed/Remaining ODC Dollars

Example Format:

Task Order #:
Task Order Title:
Start Date: MM/DD/YYYY
Completion Date: MM/DD/YYY
Contractor Program Manager:

	Hours			Dollars		
	TOTAL	ST	OT	Labor	ODC	Total
Awarded						
Expended						
Committed						
Remaining						
Funded						

(b) Furthermore, the contractor shall present the data graphically associated with each Task order. Separate graphs shall be maintained for the following: Labor Hours, Labor Dollars, ODC Dollars, and Total Task Order Dollars.

(c) The established ceiling (Control) amount for either dollars or hours shall be depicted on each graph. At the task's inception, the contractor shall then establish a planned spend rate over the duration of the project. Finally, the actual spend rate of dollars or hours shall be graphically presented.

The graphical presentations, provided in Attachment IX – graphical Presentation Summary Report, are submitted as a representation example only. Figures 1 through 4 are minimum suggestions for data inputs and graphical representations of the data. The Contractor shall develop the format and the COR will authorize use of the final product.

C.7.1.1.2 TASK ORDER DETAIL REPORTS

From the Task Order Summary Report interface, hypertext mark-up language (HTML) hotlinks shall be provided to enable viewers to access Task Order Detail Reports as described below.

C.7.1.1.2.1 LABOR DETAIL REPORT

A list of each individual (by name) charging time against the Task order shall be provided with the following information included:

(1) Cumulative Labor Hours/Dollars
(2) Total Labor Hours Charged, to Date, Against the Task Order
(3) Awarded Hours per Labor Category
(4) Expended Hours per Labor Category
(5) By PLAD
(6) Employee name

C.7.1.1.2.2 ODC DETAIL REPORT

A list of all material related charges shall be provided, including the following:

(1) Date(s) of Purchase
(2) Dollar Amount(s)
(3) Total Material Charges, to Date, Against the Task Order
(4) Privately Owned Vehicle (POV) Mileage Cost(s)
(5) Total Travel Charges, to Date, Against the Task Order
(6) Total Sub-Contracting Charges, to Date, Against the Task Order

C.7.1.1.3 CONTRACT PROGRESS AND STATUS (CDRL A002)

(a) The contractor shall maintain a Contract Progress and Status Report indicating overall contract man-hours and cost conditions. Access to this report shall be limited to the COR and ACOR.

(b) The contractor's Contract Progress and Status Report shall be maintained electronically via the Internet. Report shall include, but not be limited to, the following:

(1) Contractor's Name and Address
(2) Contract Number
(3) Total Contract Awarded Hours and Dollars
(4) Contract Awarded Hours and Dollars by Lot/Option Year/Fiscal Year
(5) Total Cumulative Hours and Dollars Awarded to Date
(6) Cumulative Hours and Dollars Awarded to Date by Lot/Option Year/Fiscal Year
(7) Total Remaining Contract Hours and Dollars
(8) Remaining Contract Hours and Dollars by Lot/Option Year/Fiscal Year
(9) Percentage Contract Hours and Dollars Remaining
(10) Percentage Contract Hours and Dollars Remaining by Lot/Option Year/Fiscal Year
(11) Cumulative ODC Dollars Invoiced Against the Contract
(12) Man-hour and cost curves portraying actual/projected conditions throughout the contract
(13) Matrix of hours charged by individuals and labor categories against contract (totaled by individual and labor category).

NOTE – Fiscal Year refers to the Government's fiscal year of October 1st to September 30th.

C.7.1.2 TECHNICAL/STATUS REPORTING

The following Technical/Status Reports shall be made available via the Internet and shall be posted in a Microsoft Word format.

C.7.1.2.1 TASK ORDER PROGRESS AND STATUS (CDRL A001 and A003)

(a) The Contractor shall post Task Order Progress and Status Reports indicating work progress and status of assigned tasks and milestones. This report shall be submitted on a monthly basis, unless the Task Order's Contract Data Requirements List, DD Form 1423, specifies more frequent reporting. An e-mail notification shall be sent to the Code 280/290 Branch head/COR/ACOR, assigned to the task, alerting them to the posting.

(b) The Contractor's Task Order Progress and Status Report shall include, but is not limited to, the following:

(1) Contractor's Name and Address
(2) Contract Number, PWS Number & Title and MARMC Code
(3) Date of Report
(4) Title and Brief Description of PWS
(5) Serial Number of Report
(6) Period covered by report and identification of which task is covered.
(7) Description of progress made during period reported, including problem areas encountered, and recommendations, if any, for subsequent solution beyond the scope of the task.
(8) Results obtained related to previously identified problem areas.
(9) Task schedule status

(c) Any Task order progress and status report identifying problem areas encountered, shall initiate an e-mail notification to the MARMC Code 280/290 Branch head assigned the function and to the COR/ACOR.

C.7.1.2.2 TRIP REPORTS

The contractor shall post Trip Reports to the web within ten (10) working days of returning from any period of travel. These reports shall indicate the following:

(1) PWS #
(2) Date(s) of Travel

(3) Location of Trip
(4) Names of Individuals on the Trip
(5) Purpose of Trip
(6) Trip Liaison Efforts
(7) Significant Results

An e-mail notification shall be sent to the appropriate Code 200 branch head assigned to the task, alerting them to the posting.

C.8 PRIOR WRITTEN PERMISSION REQUIRED FOR SUBCONTRACTS

C.8.1 Pursuant to FAR 44.101, subcontractor is defined as "any supplier, distributor, vendor, or firms that furnish supplies or services to or for “prime contractor."

C.8.2 Pursuant to FAR 9.6, "The government will recognize the integrity and validity of contractor team arrangements; provided, the arrangements are identified and company relationships are fully disclosed in an offer or, for arrangements entered into after submission of an offer, before the arrangement becomes effective." If the Contracting Officer determines prior to award that the teaming arrangement meets the requirements of FAR 44, no further consent is required.

C.8.3 After award subcontract services less than $250,000 may be subcontracted to or performed by persons other than the contractor or the contractor's employees without the prior written consent of the Ordering Officer.

C.9 PLACE OF PERFORMANCE

Engineering and Technical Support Services shall be performed in accordance with C.1.e and at the Contractor's facility, on U.S. Naval Ships, in U.S. Navy and commercial shipyards, at various contractor sites and U.S. Naval facilities or as otherwise specified in individual PWS. Support services may also be required on-board Ships while operating at sea, and outside the continental United States.

C.9.1 The contractor and all subcontractors shall be required to comply with COMUSFLTFORCOM/COMPACFLTINST 6320.3A (Medical Screening for U.S. Government Civilian Employees, Contractor Personnel, and Guest Prior to Embarking Fleet Units) while working on this contract. This instruction references that all non naval personnel that embark on Naval Ships for at-sea operations and sea trials, complete a Medical Screening for Civilian Embarkation aboard a United States Navy Vessel form and meet medical screening requirements. Embarkation is defined as the boarding of a U.S. Naval vessel for the purpose of a voyage away from shore.

C.10 PERSONNEL QUALIFICATIONS (MINIMUM) (JAN 1992) (SUP 5252.237-94C)

(a) Personnel assigned to or utilized by the Contractor in the performance of this contract shall, as a minimum, meet the experience and/or other background requirements set forth below and shall be fully capable of performing in an efficient, reliable, and professional manner. If the contractor does not identify the labor categories listed in C.10.1 through C.10.29 by the same specific title, then a cross-reference list shall be provided in the contracotr's proposal identifying the difference.

(b) The contractor shall submit resumes for those individuals (identifying the labor category) proposed for the PWS with their cost proposal unless the individual has already been approved for that particular labor category. In those instances, the contractor will list the individual's name and labor category proposed in the cost proposal. The **Government will review the resume of contractor personnel proposed** to be assigned to any PWS prior to the PWS’s commencement date. If personnel are not currently in the employ of the Contractor, a written agreement from the potential employee to work will be part of the technical proposal, as well as the individuals resume.

(c) If the Contracting Officer (KO), questions the qualifications or competence of any person performing under the contract, the burden of proof to sustain that the person is qualified as prescribed herein shall be upon the Contractor.

(d) The Contractor shall have the personnel, organization, and administrative control necessary to ensure that the services performed meet all requirements specified in the PWS. The work history of each Contractor employee shall contain experience directly related to the tasks and functions to be assigned. The Contracting Officer or Ordering Officer reserves the right to determine if a given work history contains necessary and sufficiently detailed, related experience to reasonably ensure the ability for effective and efficient performance.

(e) The following describes the Labor Categories and minimum personnel requirements for personnel performing under this contract: (General experience and specialized experience requirements can be obtained concurrently unless otherwise specified in the job description.)

SPECIAL PROVISIONS:

(a) Engineering Experience: Required engineering experience shall be obtained after award of the required degree. (Only applies to labor categories that require an engineering degree)

(b) Hands on Experience: When technical experience is required, the proposed resume should provide proof of hands-on experience, not managerial experience, of persons performing hands-on-work.

(c) General and specialized experience may be acquired concurrently.

(d) When experience is substituted for education, that experience may be acquired concurrently with general and specialized experience.

C.10.1 COMPUTER PROGRAMMER III: The Computer Programmer III shall develop, modify and maintain conventional programs. Uses standard procedures and detailed specifications to independently devise program logic (may include translating mathematical notation), modify interrelationship of files and records, diagnose and correct errors, test and document work, and write Computer Operator instructions. The programs developed are typically linked to several other programs, with a variety of input records and varied formats produced in the output. May analyze a single activity or routine problem when the nature of the programs of feasibility and type of computer language and equipment have already been determined. Completed work is reviewed for conformance to standards, timeliness and efficiency.

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: Minimum of five (5) years computer programmer related experience within last 10 years.

(c) SPECIALIZED EXPERIENCE: A minimum of two (2) years of specialized experience within last 5 years in either the tactical or non-tactical environments; or, one (1) year specialized experience within in last 3 years in tactical and one (1) year within last 3 years specialized experience in non-tactical experience as follows:

(1) Tactical

(a) Utilization of text editors.
(b) Experience with CMS-2M compiler and ULTRA-16 assembler and MTASS support software.
(c) Experience in system generation and coding, testing and debugging.
(d) Equipment experience with AN/UYK-20, AN/UYK-43/44 and VAX computers and systems.

(2) Non-Tactical

(a) Development of functional descriptions and management information systems

(b) Establishing, evaluating and developing projects related to databases, and/or office automation, and/or financial systems, and/or project management applications
(c) Experience in technical documentation, and/or specification, and/or technical requirements, and/or user guides, and/or handbooks related to management information systems
(d) Experience with VAX or personal computers and associated programs

(d) Note: The general and specialized experience requirements may have been acquired concurrently.

C.10.2 DRAFTER III:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of five (5) years experience within the last 15 years producing Level 1, 2, and 3 electrical and/or mechanical drawings. Desired is experience with MIL-STD-100E and DOD-D-l000.

(c) SPECIALIZED EXPERIENCE: A minimum of three (3) years experience within the last 10 years in Computer Aided Drawing (AUTOCAD or similar) work and design development of drawings for U.S. Navy Ship Systems or systems for similar vessels.

C.10.3 ELECTRICIAN, MAINTENANCE:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of four (4) years experience within last 10 years in installation, upgrade, repair, troubleshooting, maintenance, testing, and operation of electrical equipment/systems such as motors, generators, distribution panels, console wiring, instrumentation wiring, control switch wiring, power and lighting, etc. Ability to work with brief instructions and be able to lay out work, decide on material needs, select load, cable and conduit size, determine power source, choose wire gauge and type, and size of panel, etc. Shall be able to read and interpret blueprints, sketches, written technical instructions, and manuals.

(c) SPECIALIZED EXPERIENCE: A minimum of three (3) years full time experience within last 5 years at the journeyman level as an electrician on shipboard or similar systems.

C.10.4 ELECTRONICS TECHNICIAN I:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: Minimum of one (1) year full-time general electronics technician related experience within last 3 years in electrical assembly and/or production in accordance with the requirements of MIL-STD-454 and ability to perform the following duties:

1) Assemble/disassemble electronic cabinets
2) Assist welder with measuring and cutting metal and preparing surfaces for welding
3) Limited (touch-up) painting and priming of equipment foundations
4) Repairing damage equipment resulting from equipment removal; i.e., lagging, patching, painting
5) Wrapping equipment for shipment
6) Minor electrical assembly/repair
7) Staging equipment
8) Assembling tools for shipment

(c) SPECIALIZED EXPERIENCE: None required

C.10.5 ELECTRONICS TECHNICIAN II:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of four (4) years full-time hands—on technician level experience within last 10 years in installation, testing, troubleshooting, fault isolation, and repair of Combat, ASW, USW, MIW, or C4I systems and equipment.

(c) SPECIALIZED EXPERIENCE: A minimum of two (2) years full time hands-on technician experience within last 5 years in assembly, overhaul, repair, modification, operation, troubleshooting, and maintenance of shipboard Combat ASW, USW, MIW or C4I systems. Applies advanced technical knowledge to solve unusually complex problems that typically cannot be solved solely by referencing manufacturers' manuals or similar documents. Examples of such problems include determining the location and density of circuitry, evaluating electromagnetic radiation, isolating malfunctions, and incorporating engineering changes. Has a detailed understanding of the interrelationships of circuits. Exercises independent judgment in performing such tasks as analyzing electronic circuits, calculating waveforms, and tracing relationships in signal flow. Uses complex test instruments such as oscilloscopes, high frequency pulse generators, frequency synthesizers, distortion analyzers, and complex computer controlled equipment.

C.10.6 ELECTRONICS TECHNICIAN III:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of six (6) years full-time hands—on technician level experience within last 10 years in installation, testing, troubleshooting, fault isolation, and repair of Combat, ASW, USW, MIW, or C4I systems and equipment.

(c) SPECIALIZED EXPERIENCE: A minimum of three (3) years full time hands-on technician experience within last 5 years in assembly, overhaul, repair, modification, operation, troubleshooting, and maintenance of shipboard Combat, ASW, USW, MIW, or C4I systems. Applies advanced technical knowledge to solve unusually complex problems that typically cannot be solved solely by referencing manufacturers' manuals or similar documents. Examples of such problems include determining the location and density of circuitry, evaluating electromagnetic radiation, isolating malfunctions, and incorporating engineering changes. Has a detailed understanding of the interrelationships of circuits. Exercises independent judgment in performing such tasks as analyzing electronic circuits, calculating waveforms, and tracing relationships in signal flow. Uses complex test instruments such as oscilloscopes, high frequency pulse generators, frequency synthesizers, distortion analyzers, and complex computer controlled equipment. Concurrent with the 3 years experience, must have been for at least 6 months:

(1) Team leader performing engineering support services such as:

(a) engineering change installations
(b) technical assists
(c) systems certifications
(d) INSURVs
(e) material condition assessments
(f) systems installations

C.10.7 ENGINEER

(a) EDUCATION: Bachelor of Science Degree in Electrical, or Mechanical Engineering, or Physics from an accredited four (4) year engineering college or university, or a Technology Degree in Electrical, or Mechanical Engineering from an accredited four (4) year college or university.

(b) GENERAL EXPERIENCE: Minimum of five (5) years experience within the last 15 years as an engineer.

(c) SPECIALIZED EXPERIENCE**:** Minimum of two (2) years experience within the last 15 years in a supervisory

capacity over one or more engineering technicians.

C.10.8 ENGINEERING TECHNICIAN I:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of four (4) years full-time hands-on technical experience within the last 10 years in the operation, maintenance, installation, test, and/or repair of electrical/electronic systems/equipment incorporated in Combat, ASW, USW, MIW, or C4I systems.

(c) SPECIALIZED EXPERIENCE: A minimum of two (2) years full-time engineering experience within the last 5 years in Combat, ASW, USW, MIW, or C4I systems in the capacity of operating and maintaining Combat, ASW, USW, MIW, or C4I systems. Capacity includes: performing engineering support services such as:

(1) engineering change installations
(2) technical assist
(3) systems certifications
(4) INSURVs
(5) material condition assessments
(6) systems installations

C.10.9 ENGINEERING TECHNICIAN II:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of six (6) years full-time hands-on technical experience within last 15 years in the operation, maintenance, installation, test, and/or repair of electrical/electronic systems/equipment incorporated in Combat, ASW, USW, MIW, or C4I systems.

(c) SPECIALIZED EXPERIENCE: A minimum of three (3) years full-time engineering experience within the last 10 years in Combat systems, ASW, USW, MIW, or C4I in a hand on or supervisory capacity over technicians operating and maintaining Combat, ASW, USW, MIW, or C4I systems. Supervisory capacity includes: Team leader performing engineering support services such as:

(1) engineering change installations
(2) technical assists
(3) systems certifications
(4) INSURVs
(5) material condition assessments
(6) systems installations

C.10.10 ENGINEERING TECHNICIAN III (KEY CATEGORY):

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of eight (8) years full-time hands-on technical experience within last 15 years in the operation, maintenance, installation, test, and/or repair of electrical/electronic systems/equipment incorporated in Combat, ASW, USW, MIW, or C4I systems.

SPECIALIZED EXPERIENCE: A minimum of four (4) years full-time engineering experience with in the last 10 years in Combat systems, ASW,USW,MIW, and or C4I. Qualifications shall include the ability to act in an independent position, while performing engineering support services such as:
(1) Engineering Change Installations
(2) Technical Assists
(3) Systems Certification

(4) INSURV's
(5) Material Condition Assessments
(6) Systems Installations

C.10.11 JUNIOR ENGINEER:

(a) EDUCATION: Bachelor of Science Degree in Electrical, or Mechanical Engineering, or Physics from an accredited four (4) year engineering college or university, or a Technology Degree in Electrical, or Mechanical Engineering from an accredited four (4) year college or university.

(b) GENERAL EXPERIENCE: None required.

(c) SPECIALIZED EXPERIENCE: None required.

C.10.12 LABORER:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of six (6) months experience within last 5 years in assisting one (1) or more workers in the skilled maintenance trades by performing specific or general duties of lesser skill, such as keeping a worker supplied with materials and tools; cleaning work area, machine, and equipment; assisting journeyman by holding materials or tools; and performing other unskilled tasks as directed by journeyman.

(c) Specialized Experience: None required.

C.10.13 MACHINIST, MAINTENANCE:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of six (6) years of work related experience within the last 10 years and which 3 years were in producing new or replacement parts in making repairs of metal parts on or in mechanical or structural equipment or components employing accumulated experience in machine shop practices; and 3 years were in fabricating and shapes metal components operating standard machine op lathes, milling machines, drilling equipment, selecting standard materials and computing related dimensions required for this work.

(c) SPECIALIZED EXPERIENCE: A minimum of two (2) years specialized experience within last 10 years in interpreting blueprint layouts, mechanical drawings, or diagrams while assisting in the development of parts or structures to be utilized in the installation of engineering changes and/or SHIPALTS of Navy or similar vessels.

C.10.14 MACHINERY, MAINTENANCE TECHNICIAN:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of three (3) years of work related experience within last 10 years in each of the following areas: Examining mechanical systems or equipment to diagnose source of trouble; dismantling equipment and performing repairs that mainly involve the use of hand tools in installing parts; replacing broken or defective parts with items obtained from stock; ordering the production of a replacement part by a machine shop or sending the machine to a machine shop for major repairs; preparing written specifications for major repairs or for the production of parts ordered from machine shops; reassembling machines and making all necessary adjustments for operation.

(c) SPECIALIZED EXPERIENCE: A minimum of two (2) years specialized experience within last 5 years that demonstrates the ability to interpret blueprint layouts, mechanical drawings, or diagrams while assisting in the development of parts or structures to be utilized in the installation of engineering changes and/or SHIPALTS.

C.10.15 PAINTER, MAINTENANCE:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of three (3) years experience within the last 10 years in military and/or commercial painting requirements for both internal and external applications. Experience should include a working knowledge of surface peculiarities and types of paint required for various applications as well basic paint mixing procedures.

(c) SPECIALIZED EXPERIENCE: A minimum of two (2) years full time experience within last 5 years at the journeyman level as a painter. Must possess knowledge of toxic and non—toxic painting materials and the protection required when applying hazardous materials.

C.10.16 PIPEFITTER, MAINTENANCE:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of three (3) years experience within the last 10 years as a pipe fitter in performing such duties as: layout, fabricate and assemble various metal structural parts and piping systems on ships and other vessels (e.g. bulkhead plates; I—beams, channel bar, angle bar, all piping etc.); apply and interpret blueprints and mold templates required to layout and fabricate structural parts floor construction; operate shop machinery to construct the necessary structural parts; and, drill, saw and bolt.

(c) SPECIALIZED EXPERIENCE: A minimum of two (2) years full time experience within last 10 years at the journeyman level as a pipe fitter.

C.10.17 SHEET METAL WORKER:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of three (3) years experience within last 10 years as a sheet metal worker. Ability to fabricate, install and maintain sheet-metal equipment and fixtures (such as machine guards, shelves, lockers, tanks, ventilators, chutes, ducts, housings). Ability to plan and lay out all types of sheet—metal maintenance work from blueprints, models, or other specifications; set up and operate all available types of sheet—metal working machines; using a variety of hand tools in cutting, bending, forming, shaping, fitting and assembling; and installing, sheet-metal articles as required.

(c) SPECIALIZED EXPERIENCE: A minimum of two (2) years full time experience within last 5 years at the journeyman level as a sheet metal worker.

C.10.18 SUPPLY TECHNICIAN:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of five (5) years full-time experience within last 10 years in Navy Integrated Logistics Support and System Life Cycle Support areas of the DOD/Navy Integrated Logistics Support System. Shall have a working knowledge of DOD/Navy Supply Support systems, supply support directives, policies, standards and documentation, afloat supply procedures, and the Navy Supply System organization as defined in MIL-STD138 8—1A/2A. This experience shall include each of the following Navy ILS components listed below in support of a major system:

(1) Maintenance Planning
(2) Manpower, personnel, and training support
(3) Supply support

(4) Test equipment support
(5) Technical logistical data
(6) Packaging, handling, storage, and transportation
(7) Design and installation

(c) SPECIALIZED EXPERIENCE: A minimum of three (3) years full-time experience within last 10 years in logistics engineering development including experience in the development, fleet introduction, installation, test, operation, and life cycle support of major Naval ship Combat Systems.

C.10.19 SYSTEMS ENGINEER (KEY CATEGORY):

(a) EDUCATION: Bachelor of Science Degree in Electrical, or Mechanical Engineering, or Physics from an accredited four (4) year engineering college or university, or a Technology Degree in Electrical, or Mechanical Engineering from an accredited four (4) year college or university.

(b) GENERAL EXPERIENCE: At least ten (10) years within the last 15 years experience in design, maintenance or support engineering for shipboard Combat, ASW, USW, MIW, or C4I systems.

(c) SPECIALIZED EXPERIENCE: At least five (5) years of engineering experience within the last 10 years in design or support engineering, and at least two (2) years of experience in system overhaul/installation and testing for Combat, ASW, USW, MIW, or C4I Systems listed in the statement of work.

C.10.20 TECHNICAL PROGRAM MANAGER (KEY CATEGORY):

(a) EDUCATION: None specified.
(b) GENERAL EXPERIENCE: At least ten (10) years engineering experience within the last 20 years in design, installation, operation, repair and maintenance of Navy Combat, ASW, USW, MIW, or C4I systems.

(c) SPECIALIZED EXPERIENCE: Eight (8) years managerial experience within the last 15 years involving direct control and responsibility over subordinate groups working in an engineering discipline. The management experience must include defining project objectives and requirements, directing, coordinating and completing project efforts, interfacing with government personnel, and providing progress reports. Three (3) years experience with Navy program management support relating to technical assists, ship repair, availability, planning and TYCOM operations.

C.10.21 TECHNICAL WRITER:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of five (5) years experience within last 15 years in technical writing.

(c) SPECIALIZED EXPERIENCE: A minimum of three (3) years experience within the last 5 years each of the following (experience may be acquired concurrently):

(1) 1 year: Experience in technical documentation development including origination of text, layout, and outline. In addition, desired is knowledge of terminology and acronyms used in Department of Defense, Department of the Navy, and Combat Systems specific technical manuals, plans, procedures and other documentation;

(2) 1 year: Experience in applicable specifications and standards which govern development and maintenance of technical manuals, test procedures, charts, graphs, and engineering drawings and form and format of various technical data and documentation;

(3) 6 months: Experience in the use of computers, data base programs, work processing programs, and graphics programs for writing and editing technical documentation;

(4) 6 months: Experience with and accomplished in desktop publishing.

C.10.22 WAREHOUSE FOREMAN:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: Minimum of five (5) years experience within the past ten (10) years in material warehousing procedures and practices pertaining to receiving, shipping, and inventory management, including one (1) year experience with U.S. Navy Supply System procedures.

(c) SPECIALIZED EXPERIENCE: Minimum of two (2) years experience within last 10 years in a supervisory capability over two or more warehouse specialist.

C.10.23 WAREHOUSE SPECIALIST:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: Minimum of three (3) years experience within the past five (5) years in material warehousing procedures and practices pertaining to receiving, shipping, and inventory management.

(c) SPECIALIZED EXPERIENCE: Desired minimum of one (1) year experience within last 5 years of familiarity with U.S. Navy Supply System procedures.

C.10.24 WELDER, COMBINATION MAINTENANCE:

(a) EDUCATION: Current Welding Certification for shipboard cutting, horizontal, flat, overhead, and vertical welding of mild steel, and aluminum in accordance with MIL-STD 168 9A. Must be certified, IAW MIL—STD-248 for welding high strength steel, TIG, MIG, P1 and bimetal.

(b) GENERAL EXPERIENCE: A minimum of five (5) years full time experience within last 10 years as a welder. Knowledge of a variety of manual welding processes, gas torch processes, and electric arc processes including inert gas shielded ones. Shall be able to weld in all positions including flat, horizontal, vertical and overhead. Must be knowledgeable of welding standards and how various metals and alloys such as different kinds of steel, aluminum, cast iron, nickel, monel metal, brass, copper, bronze, magnesium, beryllium, and titanium react to different welding processes. Ability to weld from light gage metals to heavy plate requiring multiple welding passes and weld dissimilar metals such as copper to steel. The Welder must have the skills to make complete penetration and complete fusion welds.

(c) SPECIALIZED EXPERIENCE: A minimum total of five (5) years experience with the last 10 years as follows: minimum of two (2) years full time experience at the journeyman level as a welder; ; minimum of three (3) years of specialized experience in the following areas is required: performing welding work internally and externally in structural and marine welding techniques and procedures on Navy or similar surface ship hulls utilizing MIG and TIG welding; and welding metal components together aiding in the fabrication or repair of such items as electronic equipment cabinets or racks; and, constructing respective foundations in a shipboard environment.

C.10.25 WORD PROCESSOR II:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of one (1) year experience within the last 5 years of practical word processing which include a knowledge of varied and advanced functions of different types of software.

(c) SPECIALIZED EXPERIENCE: A minimum of one (1) year experience within last 5 years of practical word

processing which includes the organization and formatting of technical manuscripts and associated data to produce final documentation from rough drafts provided by engineers and technicians Desired experience in transcription of written text into type written documents using correct and appropriate formats regarding DOD and commercial correspondence.

(d) Specialized Experience Equivalency: Formal specialized training, not inclusive of high school, may be substituted on the basis of one (1) month of training for one (1) month of specialized experience, not to exceed six (6) months.

C.10.26 WORD PROCESSOR III:

(a) EDUCATION: None specified.

(b) GENERAL EXPERIENCE: A minimum of two (2) years experience within last 5 years of practical word processing requiring a general knowledge of varied and advanced functions of different types of software.

(c) SPECIALIZED EXPERIENCE: A minimum of one (1) year experience within last 5 years of practical word processing which includes the organization and formatting of technical manuscripts and associated data to produce final documentation from rough drafts provided by engineers and technicians, a comprehensive knowledge of software applications and office practices, and a high degree of skill in applying software functions to prepare complex and detailed documents. Desired experience in transcription of written text into type written documents using correct and appropriate formats regard DOD and commercial correspondence.

(d) Specialized Experience Equivalency: Formal specialized training, not inclusive of high school, may be substituted on the basis of one (1) month of training for one (1) month of specialized experience, not to exceed six (6) months.

C.11 KEY PERSONNEL REQUIREMENTS

(a) Certain experienced personnel are essential for successful contractor accomplishments of the work to be performed under this contract. The categories listed below are those defined as "Key Personnel":

TECHNICAL PROGRAM MANAGER
SYSTEMS ENGINEER
ENGINEERING TECHNICIAN III

(b) The Contractor agrees that key personnel designated in the contract proposal will be available for contract performance and shall not be replaced during the first 120 days of the contract, unless such substitutions are necessitated by an individual's sudden illness, death or termination of employment. All proposed substitutes (no matter when they are proposed during the performance period) shall have qualifications that are equal to or higher than the minimum qualifications for the position, as listed herein. 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 PWS, the contract may be terminated by the Contracting Officer for default.

C.12 DEPARTMENT OF LABOR (DOL) DETERMINATION OF MINIMUM WAGES AND FRINGE BENEFITS

The U. S. Department of Labor Wage Determination No. 94-2543, Rev. 16 Compliance with this determination is mandatory.

C.13 PAYMENT OF DIRECT SUPPORT COSTS (i.e., TRAVEL, PER DIEM, RELATED SUPPORT AND OTHER DIRECT COSTS)

C.13.l Reimbursable Travel Costs (Travel and Per Diem): Except as otherwise provided below under non-reimbursable travel costs, the contractor will be reimbursed for authorized travel costs in accordance with the Joint Travel Regulations in effect at the time of the travel, plus applicable DCAA approved burden rate(s). No fee will be allowed on travel and per diem costs.

C.13.2 Non-reimbursable Travel Costs

C.13.2.1 Travel performed for personal convenience, daily travel to and from the contractor's facility will not be reimbursed as a direct charge.

C.13.2 .2 Travel costs incurred in the replacement of personnel will not be reimbursed by the Government to the contractor when such replacement is accomplished at the contractor or employee's convenience.

C.13.2.3 No travel or subsistence costs will be reimbursed for work performed within a 50-mile radius of the contractor's office. The contractor will not be paid for travel or subsistence for contractor personnel who reside in the metropolitan area in which the tasks are being performed.

C.13.2.4 Relocation costs and travel costs incident to relocation are not allowed.

C.13.3. Related Support Costs

C.13.3.1 The cost of related support furnished pursuant to specific authorization by the Ordering Officer shall be reimbursed at the Contractor's invoice cost, less any discounts to be taken plus applicable DCAA approved burden rate(s). No fee shall be allowed on related support costs. Estimated related support line may be used for, but not limited to, sub-contracting, material, transportation, facilities and warehousing specific to tasks set forth in individual PWS. Expendable related support costs for items such as office supplies: report paper, diskettes, printer ribbons, printer wheels/thimbles, drafting equipment and tools of the trade items, such as word processing and reproduction equipment or any equipment that is normally found in an office shall be absorbed by the contractor in his applicable burden rate. The Contractor shall support related support invoice with copies of paid invoices or store room requisitions to support all related support costs claimed.

C.13.4 Other Direct Costs

C.13.4.1 The cost of other direct costs authorized under each individual PWS shall be reimbursed at cost plus the Contractor's applicable DCAA approved burden rate(s).

C.13.4.2 FEE WILL NOT BE ALLOWED ON ANY OTHER DIRECT COSTS.

C.14 DEFINITION OF STRAIGHT TIME, OVERTIME

C.14.1 STRAIGHT TIME is defined as a workweek of 40 hours (in accordance with FAR 22.103-1).

C.14.2 OVERTIME is defined as any time worked by a Contractor's employee in excess of the employee's normal workweek and in excess of 40 hour: per week (in accordance with FAR 22.103-1). Overtime shall be used only upon prior approval by the Contracting/Ordering Officer, which includes approval within a task order.

C.15 MANDATORY NUCLEAR AND SAFETY TRAINING.

During the performance of this contract, all contractor personnel that perform non-nuclear work on nuclear powered vessels must receive training (at no cost to the government) in the areas delineated below prior to commencing work:

(a) For work exclusive of the propulsion plant and exclusive of nuclear spaces and systems defined in NAVSEAINST C9210.4 series, training is required, at no cost to the government, in the following:

(1) U. S. citizenship and security requirements
(2) Mercury exclusion
(3) General ship safety and drill requirements
(4) Basic radiation awareness, control areas, and signs

(b) For work that may be near or bordering secondary containment boundaries or bordering spaces and systems defined in NAVSEAINST C9210.4 series, training is required in the following:

(1) Training listed in paragraph a. above
(2) Requirements for working on secondary containment boundaries

(c) For (non-nuclear system) work in or affecting propulsion system spaces or systems including those listed in NAVSEAINST C9210.4 series, training is required in the following:

(1) Training listed in paragraph b. above
(2) Security requirements or NNPI IAW NAVSEAINST 5511.32B
(3) Maintenance cleanliness requirements within propulsion spaces
(4) Spaces access, requirements, including dosimeter

(d) Refresher training is required at least annually (and semi-annually for personnel requiring paragraph c. training)

(e) Simple training records including lesson plan, brief outline of class content and attendance records will he maintained and made available to MARMC on request.

(f) Liaison with ship's reactor department is required to determine if any additional ship/work special training is required prior to start of work requiring training of paragraph b. or c. above. Any additional training will be completed prior to commencing work.

C.16 REIMBURSEMENT OF OTHER DIRECT COST

FEE WILL NOT BE ALLOWED ON ANY OTHER DIRECT COSTS.

(a) Reimbursable travel costs (travel and per diem): Except as otherwise provided below under non-reimbursable travel costs, the Contractor will be reimbursed for authorized travel in accordance with the Joint Travel Regulations in effect at the time of the travel. Travel in excess of the Contractor’s employees normal commuting distance incurred in support of direct task requirements such as the pickup or delivery of task related materials, attendance at task related meetings, or the delivery of task deliverables shall require a travel voucher. The voucher shall show the names of the traveling parties, mileage determined from odometer readings and purpose and point of travel. Receipts and/or proof of cost are required, except when specifically not required by the JTR, when regulation does not required for OCONUS, when not practical, or when waived by the Contracting Officer.

(b) Non-reimbursable travel cost: Travel performed for personal convenience such as daily travel to and from work at the Contractor's facility will not be reimbursed. Travel costs incurred in the replacement of personnel will not be reimbursed by the Government to the Contractor when such replacement is accomplished at the Contractor or employee's convenience.

(c) Shipboard Stay: Whenever work assignments require temporary duty aboard a Government ship, the Contractor will be reimbursed at the per diem rates identified in the DOD Joint Travel Regulations, Volume 2. In accordance with FMP Supplement 990-2, Subchapter S9, “Pay for Irregular or Intermittent Duty involving Physical Hardship or Hazard”, for the periods when hazardous boarding/leaving, captive status, or high/catapult pay apply, employees shall he entitled To a pay differential equal to 25% of the rate of basic pay applicable to the employee.

C.17 ELECTRONIC SYSTEMS SKILL SET PROFICIENCY TRAINING:

During the performance of this contract, all contractor personnel that perform the C4I, ASW, USW, MIW and Combat Systems Support, will be required to attend commercial software/hardware systems skill set training courses (at no cost to the government). In order to develop and maintain the necessary skill sets to support the shipboard C4I, ASW, USW, MIW and Combat Systems. The contractor shall maintain an in-house/out-house training program that will develop, maintain and expand on the necessary skills required to conduct assigned work under this contract.

(a) The skill sets include but are not limited to:

(1) Network Training
(2) IP Protocol Training
(3) Unix/Linux/Red Hat Linux Training
(4) Router Training
(5) Fiber optics (Repair/Installer) Training
(6) Microsoft Office Suite Training
(7) Security + Network Training and Certifications which are in compliance with the Information Assurance Workforce Improvement Program DoD 8570. (Series)
(8) Basic hydraulic functional theory, i.e. Parker Hannifin Corp Basic Hydraulic Technology and Industria lHydraulic Technology Part II.

(b) Simple training records including brief outline of the class's content and attendance records will be maintained and made available to MARMC on request by the COR.

C.18 ENTERPRISE-WIDE CONTRACTOR MANPOWER REPORTING APPLICATION (ECMRA)

The contractor shall report contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract via a secure data collection site. Contracted services excluded from reporting are based on Product Service Codes (PSCs). The excluded PSCs are:

(1) W, Lease/Rental of Equipment;
(2) X, Lease/Rental of Facilities;
(3) Y, Construction of Structures and Facilities;
(4) S, Utilities ONLY;
(5) V, Freight and Shipping ONLY.

The contractor is required to completely fill in all required data fields using the following web address https://doncmra.nmci.navy.mil.

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at https://doncmra.nmci.navy.mil.

SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

The following have been modified:

LIST OF ATTACHMENTS

Attachment I – Pricing Spreadsheet

Attachment II – Level of Effort CPFF
Attachment III – Past Performance Information Form
Attachment IV – Performance Risk Assessment Questionnaire
Attachment V – Quality Assurance Surviellance Plan (QASP)
Attachment VI – Contract Administration Plan (CAP)
Attachment VII – DD254
Attachment VIII – CDRLs A001, A002 and A003
Attachment IX – Graphical Presentation Summary Report

SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO BIDDERS

The following have been modified:
INSTRUCTIONS TO OFFERORS

The Government intends to evaluate proposals and award without discussions with offerors. Accordingly, each offeror should submit its most favorable terms from a cost/price and non-price standpoint. However, the Government reserves the right to conduct discussions if later determined by the contracting officer to be necessary.

At the time of the solicitation closing date, offerors shall submit the information specified in paragraphs A. (I) through (IV) below.

A. Proposal Contents:

I. Technical Approach

The offeror's technical proposal shall convince the government that the offeror is capable of fully providing the services identified in the PWS by the contract start date. Technical proposals shall demonstrate the offeror's overall understanding of the PWS minimum requirements. The offer shall demonstrate compliance with requirements delineated within the PWS. The offeror's proposal shall consist of a written submission to the Government, which will consist of the offeror's Program Management Plan and Staffing Plan as follows:

- Program Management - The Offeror shall demonstrate a complete understanding of all requirements of the PWS; discuss its capability to fully implement and execute all requirements of the PWS (Section C.3); and address its management and oversight of the contract in order to meet the requirements of the PWS.

- Staffing Plan - The offeror shall provide a staffing approach for utilization of the offeror's personnel resources that demonstrates an understanding of the skill sets required to successfully accomplish the tasks of the PWS. This staffing approach should demonstrate the offeror's ability to meet the minimum key personnel requirements of the PWS.

II. Past Performance

In order to facilitate the Government's evaluation of this factor; the offeror shall provide information on **no more than three (3) previous contracts** whose effort was relevant to the effort required by this solicitation; the contracts provided should have been performed within the last five (5) years. The Government evaluation will focus only on work experience already performed. Yet-to-be performed work and experience prior to the last five (5) years will not be considered. Offerors may submit performance data regarding current contract performance as long as a minimum of one year of performance has been completed as of the closing date of this RFP.

Relevant past performance for proposed subcontractor(s) may be submitted. If subcontractor contracts are submitted, the offeror must also clearly indicate the percentage of work that the subcontractor(s) will perform under each task/category of effort throughout the course of the contract. If subcontractor past performance is provided as part of the three (3) contracts or efforts, the subcontractor past performance will be given weight relative to the amount of effort under the solicitation that the subcontractor is proposed to perform. Therefore, the offeror's proposal should detail clearly the aspects of the work in the solicitation that the subcontractor is proposed to perform. Offerors may also provide references where they have performed as a subcontractor. If past performance as a subcontractor is provided as part of the three (3) contracts or efforts, it will be given weight relative to the amount of effort performed under that contract.

The Government may verify past performance information. The Government may contact some or all of the references provided, as appropriate, and may collect information through questionnaires, telephone interviews and existing data sources to include but not limited to CPARS. The Government reserves the right to obtain information for use in the evaluation of past performance from any and all sources including sources outside of the Government. This past performance information will be used for the evaluation of past performance. Past Performance submission is limited to 15 pages (5 pages per reference contract). Information provided beyond 6 pages will not be considered. This does not include questionnaires.

Past Performance shall, at a minimum, provide the following information:

- Contract Number/Task Order Number
- Contract Type
- Contract Period of Performance
- Annual Contract/Task Order Cost
- Description of work performed
- Valid name, phone number and email address of Contracting Officer and Contracting Officer Representative/Technical Point of Contact. It is incumbent upon Offerors to ensure they are providing a valid names, phone numbers and email addresses. References who cannot be contacted will receive a neutral rating.

In the description of work, Offerors should provide a detailed explanation demonstrating the similarity of the contracts in terms of scope and magnitude, to the requirements of the RFP for purposes of the relevancy.

Past performance information shall be provided in accordance with **Attachment III** "Past Performance Information Form". In addition to the information previously requested offerors shall contact their past performance references and request that each reference complete **Attachment IV** "Performance Risk Assessment Questionnaires" and e-mail the completed form(s) directly to both Jennifer Andrews and Jana Cleveland, e-mails: jennifer.andrews@navy.mil and jana.cleveland@navy.mil, BY THE DUE DATE OF THE PROPOSALS. The Government may consider questionnaires received after the due date of the proposals. The Government reserves the right to contact references for verification or additional information.

If the Offeror possesses no relevant past performance, it should affirmatively state this fact in their proposal. Failure to submit the completed narratives questionnaires shall be considered certification (by signature on the proposal) that the Offeror has no past performance for like or similar items for the Government to evaluate.

III. Cost/Price Proposal

The government anticipates awarding a hybrid contract consisting of both Fixed Price and Cost Plus Fixed Fee services. The offeror agrees to hold the prices in its offer firm for 180 calendar days from the date specified for receipt of offers, unless another time period is specified in an addendum to the solicitation. The Cost/Price submission should include all elements of cost/price and other information as appropriate to support the proposed cost/price. The cost/price submission is not page limited, but is strictly limited to cost/price information. Offers shall consist of and must include the following:

1. A complete and signed Solicitation and executed copy of all Amendments, if applicable, completed by the offeror

2. RFP Section B "Schedule of Supplies/Services" completed by the offeror, to include B-3 PAYMENT OF FIXED FEE.

3. Letters of commitment from all significant subcontractors. Significant subcontractor is defined as those subcontractors providing effort consisting of 10% or more of the total effort.

4. Fixed Price Proposal:

   The fixed price portion of the proposal shall be a complete and detailed breakdown to support the fixed price portion of the level of effort required in Section B of the RFP. At a minimum it should include:

   a. Separate price breakdown for the performance period.

   Fixed prices shall be entered into **Attachment I – Pricing Spreadsheet**, readable in Microsoft Office Excel format. Offerors shall not alter the format of the spreadsheets except that column(s) may be widened.

5. Cost Proposal:

   a. The cost portion of the proposal shall be a complete and detailed cost breakdown to support the Cost portion of level of effort required in Section B of the RFP, also provided as **Attachment II – Level of Effort CPFF**. At a minimum it should include:

      - the direct rates for the labor categories found in the Section B, Level of Effort clause, including how they were developed;
      - the fringe and overhead rates, including how they are applied to the direct labor;
      - the G&A rates;
      - the fixed fee, which should be derived by applying the rate of the fee to only the burdened labor costs, not to Other Direct Costs (ODCs) or travel;
      - and the Government provided amount for ODCs and travel found below, plus G&A or material handling fees on ODCs and travel, if applicable.

   b. The cost proposal shall include all elements of cost and such other cost information as considered appropriate to support your proposal. The cost information shall be completed in accordance with the following:

      - Cost proposal spreadsheets shall be readable in Microsoft Office Excel and all formulas used shall be made visible.
      - Separate cost information shall be submitted for each year of the services specified in Section B of the solicitation.
      - Supporting data including labor rates and hours, and burden rates (fringe, overhead, G&A) used in developing the cost breakdown to support the level of effort (provided as an estimate for pricing purposes in Section B) shall be furnished and properly referenced.
      - If you are currently being audited, or have been audited by the Defense Contract Audit Agency (DCAA)/ Defense Contract Management Agency (DCMA), the Offeror shall provide the following information in their Cost Proposal (including subcontractor(s)):

        - DCAA/DCMA office
        - Auditor
        - Telephone no.
        - Facsimile no.

- Email address
- CAGE Code number
- DUNS number
- Accounting system approval
- Purchasing system approval
- CAS disclosure statement dated
- Last Equal Employment Opportunity (EEO) check

- A copy of the most recent DCMA approved Forward Pricing Rate Agreement, if available.
- The following amounts shall be utilized for evaluation purposes only in determining the total cost for the entire contract. If the offeror intends to apply G&A or overhead to these costs during performance of the contract, the G&A or overhead rates shall be provided and the dollar amounts shall be added to the costs provided below in the cost breakdown. The offeror shall include an explanation in their price proposal as to how the proposed rates will be applied in accordance with FAR Part 31 and their accounting system. Additionally, offerors shall state in their price proposal if the proposed indirect rates are approved by or have been audited by the Defense Contract Management Agency (DCMA) or the Defense Contract Audit Agency (DCAA). If no G&A and/or overhead rates are proposed, it will be determined that the offeror does not intend on applying any applicable indirect cost to provided Travel and ODCs.

YEAR	ODCs	TRAVEL
Base Year	$2,375,502.00	$5,282,484.00
Option Year I	$2,488,813.00	$5,534,459.00

c. All subcontracts set forth in the technical proposal shall be priced in the cost proposal. Subcontracts regardless of dollar value shall be adequately documented to facilitate a determination of cost reasonableness/realism.

6. For pricing purposes, consider 100% of work to take place at Government Site.

IV. Small Business Subcontracting Plan

Offerors shall also submit a Subcontracting Plan in accordance with FAR 19.704(a). Offerors are permitted to submit a master subcontracting plan so long as it is created in accordance with FAR 19.701 and FAR 19.704(b). Small Business Subcontracting Plan is ONLY REQUIRED OF LARGE BUSINESSES OR SMALL BUSINESSES THAT QUALIFY AS LARGE BUSINESS UNDER NAICS CODE 541330 ($38.5 M). The Small Business Subcontracting Plan shall address the elements identified in FAR 19.704(a)(1) through FAR 19.704(a)(11) and minimum goals.

The Small Business Subcontracting Plan shall provide targets, expressed as percentages of dollars for the base year and all subsequent option periods, as well as a total for the two year summary, for Small Businesses, Small Disadvantaged Businesses, Service-disabled veteran-owned small businesses, Women-Owned Small Businesses, and HUBZone small businesses. The target goals may provide for participation by a prime contractor, joint venture partner, teaming arrangement member, or subcontractor. Target goals will be incorporated and become part of any resultant contract(s). Small Business Subcontracting Plans should contain the following minimum goals:

- 28% for Small Businesses
- 9.5% for Small Disadvantaged Businesses
- 5% for Service-Disabled Veteran-Owned Small Businesses
- 5.5% for Women-Owned Small Businesses
- 3% for HUBZone Small Businesses

The completion and submission of the above items will constitute an offer (proposal) and will indicate the offeror's unconditional assent to the terms and conditions of this RFP and any attachments and or exhibits hereto. Alternate proposals are not authorized. Offerors objecting or taking exception to the terms and conditions of the RFP may be determined to be ineligible for award.

B. Proposal Format:

The offeror is required to submit the original and four hard copies plus one electronic copy of its proposal to FLC Norfolk Contracting Department ATTN: Jennifer Andrews, 1968 Gilbert Street, Suite 600, Norfolk VA, 23511. The proposal and other information must be provided in accordance with the following table:

VOLUME	CONTENTS and PAGE LIMITATIONS
I	**Technical Proposal**
	Program Management Plan (50 pages)
	Staffing Plan (30 pagesplus Resumes of Key Personnel (2 page limit per resume))
	Technical Program Manager – 1 resume
	Systems Engineer – 3 resumes
	Engineering Technician III – 3 resumes
II	**Past Performance**
	Past Performance Information Form (5 pages per reference)
	Past Performance Risk Assessment Questionnaires (no page limit)
III	**Cost/Price Proposal** (no page limit)
	Signed RFP and Amendments (if applicable)
	Completed Section B
	Attachment I – Cost Spreadsheet
	Supporting Cost Documentation
	Attachment II – Pricing Spreadsheet
	Supporting Price Documentation
	Completed Representations and Certifications
IV	**Small Business Subcontracting Plan** (no page limit)

The written material shall be submitted on 8.5 inch by 11 inch paper. The pages may be printed on both sides of plain white bond paper. When both sides of a sheet of paper contain material, it will be counted as two (2) pages. The font for text shall be 12 point or larger and at least one inch margins all the way round. Text smaller than 12 point may only be used in charts and tables. All company letterheads and logos (except to the extent that the offeror requests that information remain proprietary) are to be removed from all paper used in the offer. The page limits specified by the solicitation are inclusive of tables, diagrams, matrices, title pages, page separators, etc. Pages exceeding assigned page limits will not be considered for evaluation. Acronym lists, table of contents, title pages, and page separators are not included in the page limit.

Each volume should contain the following items in addition to the other information required by this solicitation:

Cover: The cover should indicate the following:

- Title of the proposal
- Volume Number (I, II, III, or IV)
- Proposal category (Technical Approach, Past Performance, Cost/Price Proposal or Small Business Subcontracting Plan)
- Request for Proposal (RFP) Number
- Name and address of offeror, Cage Code, DUNS, Business Size and applicable Tax I.D. Number (TIN)
- Identification if original or a copy of the proposal
- Proposal validity period of **six (6) months from date of proposal submission**.

Table of Contents: The table of contents should provide sufficient detail as to allow the important elements to be easily located. The use of tabs and dividers is encouraged.

Requirements for Style: Each offeror shall submit a proposal that clearly and concisely describes and defines the contractor's response to the requirements contained in the RFP. Unnecessary elaboration or other 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 of cost consciousness. Elaborate art work, expensive paper or bindings, and expensive visual or other presentation aids are neither necessary nor desired. The proposal shall contain all the pertinent information in sufficient detail in the one area of the proposal where it contributes most critically to the discussion of the same information. When necessary, the offeror shall refer to the initial discussion and identify its location within the submitted proposal.

IMPORTANT NOTES:

(1) Offerors shall respond to all requirements of the solicitation document. Offerors are cautioned not to alter the solicitation.

(2) In order to ensure that all questions submitted by potential offerors are answered prior to the solicitation closing date, one consolidated list of questions concerning the solicitation should be submitted via e-mail to both Contract Specialists, Jennifer Andrews and Jana Cleveland, jennifer.andrews@navy.mil and jana.cleveland@navy.mil no later than 4:00 pm, Eastern Time (ET), on **November 24, 2014**. The Government reserves the right not to respond to any questions received concerning this solicitation after the questions receipt date above. Accordingly, offerors are encouraged to carefully review all solicitation requirements and submit questions to the Government as early as possible.

(3) Proposals are to be submitted via hardcopy submission in the volumes, format and quantities as identified herein. All electronic files and versions of offerors proposal shall be compatible with Adobe Acrobat 9.0 and Microsoft Office Suite version 2010. The offeror shall be responsible for ensuring that their electronic proposals via CD ROM are virus free. The electronic copy shall exactly match print versions of the submitted documents. If the Government finds a discrepancy between the original paper copy of the proposal and the electronic copy provided on the CD ROM, the paper copy will take precedence. The electronic copy shall be accompanied by a printed inventory that identifies all the file contents and their electronic formats. In addition, the electronic file shall be labeled with your company's name, RFP number, submission date, and the words "Source Selection Sensitive." Offerors shall submit their hardcopy proposals to the address specified below. **Proposals are due no later than 4:00 pm Eastern Standard Time (ET) December 22, 2014.**

If sent Other than United States Postal Service:

Fleet Logistics Center (FLC) Norfolk
Mail and Material Processing Center Code 200
Attn: Jennifer Andrews, Code 210
9550 Decatur Avenue
Norfolk, VA 23511-3328

If sent using United States Postal Services:

Fleet Logistics Center (FLC) Norfolk
Contracting Department
Attn: Jennifer Andrews, Code 210
1968 Gilbert Street, Suite 600
Norfolk, VA 23511-3392

Hand carried proposals shall be delivered to:

Fleet Logistics Center Norfolk

Contracting Department
Attn: Jennifer Andrews, Code 210
1968 Gilbert Street, Bldg. W-143, Suite 600
Norfolk, VA 23511-3392

(End of Summary of Changes)