

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE
J

PAGE OF PAGES
1 2

2. AMENDMENT/MODIFICATION NO.
06

3. EFFECTIVE DATE
13-Jul-2017

4. REQUISITION/PURCHASE REQ. NO.
N4027317RC051AD

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

6. ISSUED BY CODE

NAVSUP FLC Norfolk, Code 200
1968 Gilbert Street Ste 600
Norfolk VA 23511-3392

N00189

7. ADMINISTERED BY (If other than Item 6)

DCMA Manassas
14501 George Carter Way, 2nd Floor
Chantilly VA 20151

CODE S2404A

SCD: C

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

Valkyrie Enterprises, LLC
4460 Corporation Lane, Suite 130
Virginia Beach VA 23462-3150

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.

N00178-14-D-7987-FK03

10B. DATED (SEE ITEM 13)

18-Aug-2016

CAGE CODE 4TGX1

FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

12. ACCOUNTING AND APPROPRIATION DATA (If required)

SEE SECTION G

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

- A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
- 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)
FAR 52.232-22

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

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

SEE PAGE 2

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

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

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY

(Signature of Contracting Officer)

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (Rev. 10-83)

Prescribed by GSA
FAR (48 CFR) 53.243

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GENERAL INFORMATION

Accordingly, said Task Order is modified as follows:

I. The purpose and intent of this modification is to incrementally fund this order for CLIN 8101 in the amount of [REDACTED]

II. All other contract terms and conditions remain unchanged.

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

The Line of Accounting information is hereby changed as follows:

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

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

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

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	PSC	Supplies/Services	Qty	Unit	Unit Price	Total Price
8001	L023	The Contractor shall provide all necessary Equipment and Labor to provide support as required by the performance work statement. Period of performance is established as 18 August 2016 - 17 August 2017. (O&MN,N)	█	█	█	█
800101	L023	Incrementally Fund (Active) (O&MN,N)				
800102	L023	Incrementally Fund (Reserves) (O&MN,N)				
800103	L023	Incrementally Fund (O&MN,N)				
8101	L023	The Contractor shall provide all necessary Equipment and Labor to provide support as required by the performance work statement. Period of performance is established as 18 August 2017 - 17 August 2018. (O&MN,N)	█	█	█	█
810101	L023	Incrementally Fund (Active) (O&MN,N)				
810102	L023	Incrementally Fund (Reserves) (O&MN,N)				
8201	L023	The Contractor shall provide all necessary Equipment and Labor to provide support as required by the performance work statement. Period of performance is established as 18 August 2018 - 17 August 2019. (O&MN,N)	█	█	█	█
		Option				
8301	L023	The Contractor shall provide all necessary Equipment and Labor to provide support as required by the performance work statement. Period of performance is established as 18 August 2019 - 17 August 2020. (O&MN,N)	█	█	█	█
		Option				
8401	L023	The Contractor shall provide all necessary Equipment and Labor to provide support as required by the performance work statement. Period of performance is established as 18 August, 2020 - 17 August 2021. (O&MN,N)	█	█	█	█
		Option				

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9001	L023	The Contractor shall provide ODCs as required to accomplish the requirements of the Performance Work Statement. Allowable ODCs must be prior approved by the COR and will be COST reimbursed. Costs shall not exceed [REDACTED]. The Period of Performance is established as 18 August 2016 - 17 August 2017. (O&MN,N)	[REDACTED]	[REDACTED]	[REDACTED]
900101	L023	Incrementally Fund (Active) (O&MN,N)			
900102	L023	Incrementally Fund (Reserves) (O&MN,N)			
9002	L023	The Contractor shall provide Travel as required to support the requirements of the Performance Work Statement. All travel costs shall be in accordance with the Federal Travel Regulations (FTR). Allowable travel costs shall be prior approved by the COR and will be cost reimbursed. Travel costs shall not exceed [REDACTED]. The period of performance is established as 18 August 2016 - 17 August 2017. (O&MN,N)	[REDACTED]	[REDACTED]	[REDACTED]
900201	L023	Incrementally Fund (Active) (O&MN,N)			
900202	L023	Incrementally Fund (Reserves) (O&MN,N)			
9101	L023	The Contractor shall provide ODCs as required to accomplish the requirements of the Performance Work Statement. Allowable ODCs must be prior approved by the COR and will be COST reimbursed. Costs shall not exceed [REDACTED]. The Period of Performance is established as 17 August 2017 - 18 August 2018. (O&MN,N)	[REDACTED]	[REDACTED]	[REDACTED]
910101	L023	Incrementally Fund (Active) (O&MN,N)			
910102	L023	Incrementally Fund (Reserves) (O&MN,N)			
9102	L023	The Contractor shall provide Travel as required to support the requirements of the Performance Work Statement. All travel costs shall be in accordance with the Federal Travel Regulations (FTR). Allowable travel costs shall be prior approved by the COR and will be cost reimbursed. Travel costs shall not exceed [REDACTED]. The period of performance is established as 18 August 2017 - 17 August 2018. (O&MN,N)	[REDACTED]	[REDACTED]	[REDACTED]
910201	L023	Incrementally Fund (Active) (O&MN,N)			
910202	L023	Incrementally Fund (Reserves) (O&MN,N)			
9201	L023	The Contractor shall provide ODCs as required to accomplish the requirements of the Performance Work Statement. Allowable ODCs must be prior approved by the COR and will be COST reimbursed. Costs shall not exceed [REDACTED]. The Period of Performance is established as 18 August 2018 - 17 August 2019. (O&MN,N)	[REDACTED]	[REDACTED]	[REDACTED]
		Option			
9202	L023	The Contractor shall provide Travel as required to support the requirements of the Performance Work Statement. All travel costs shall be in accordance with the Federal Travel Regulations (FTR). Allowable travel costs shall be prior approved by the COR and will be cost reimbursed. Travel costs shall not exceed [REDACTED]. The period of performance is established as 18 August 2018 - 17 August 2019. (O&MN,N)	[REDACTED]	[REDACTED]	[REDACTED]
		Option			

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9301	L023	The Contractor shall provide ODCs as required to accomplish the requirements of the Performance Work Statement. Allowable ODCs must be prior approved by the COR and will be COST reimbursed. Costs shall not exceed [REDACTED] The Period of Performance is established as 18 August 2019 - 17 August 2020. (O&MN,N) Option	[REDACTED]	[REDACTED]	[REDACTED]
9302	L023	The Contractor shall provide Travel as required to support the requirements of the Performance Work Statement. All travel costs shall be in accordance with the Federal Travel Regulations (FTR). Allowable travel costs shall be prior approved by the COR and will be cost reimbursed. Travel costs shall not exceed [REDACTED] The period of performance is established as 18 August 2019 - 17 August 2020. (O&MN,N) Option	[REDACTED]	[REDACTED]	[REDACTED]
9401	L023	The Contractor shall provide ODCs as required to accomplish the requirements of the Performance Work Statement. Allowable ODCs must be prior approved by the COR and will be COST reimbursed. Costs shall not exceed [REDACTED] The Period of Performance is established as 18 August 2020 - 17 August 2021. (O&MN,N) Option	[REDACTED]	[REDACTED]	[REDACTED]
9402	L023	The Contractor shall provide Travel as required to support the requirements of the Performance Work Statement. All travel costs shall be in accordance with the Federal Travel Regulations (FTR). Allowable travel costs shall be prior approved by the COR and will be cost reimbursed. Travel costs shall not exceed [REDACTED] The period of performance is established as 18 August 2020 - 17 August 2021. (O&MN,N) Option	[REDACTED]	[REDACTED]	[REDACTED]

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

Performance Work Statement

COASTAL RIVERINE GROUP TWO (CRG-2)

EXPEDITIONARY EQUIPMENT READINESS SUPPORT SERVICES

COASTAL RIVERINE GROUP TWO (CRG-2)

2465 Guadalcanal Road, Suite 14

Virginia Beach, VA 23459-9207

1.0 BACKGROUND

The Chief of Naval Operations established the Navy Expeditionary Combat Command (NECC) on 1 October 2005. NECC formally stood up on 13 January 2006, as a Functional Commander for shore-based expeditionary type forces within the Navy. NECC serves as the single functional command for the Navy's expeditionary forces and as central management for the readiness, resources, staffing, training and equipping of those forces. They consolidate, align and integrate diverse expeditionary practices, procedures, requirements and logistics in the battle space. As a command element and force provider for integrated maritime expeditionary missions, to include waterborne and shore anti-terrorism, force protection, theatre security cooperation and engagement and humanitarian assistance/disaster relief contingencies, upon request, NECC also supplements Coast Guard homeland security requirements while training and equipping forces to support mission requirements.

To accomplish this mission, the NECC requires a dedicated and professional security force capable of meeting today's requirements. It must be flexible enough to adapt to new missions in support of major combat operations (MCO), maritime security operations (MSO), and maritime homeland security (HS)/maritime homeland defense (HD).

NECC's merger of Maritime Expeditionary Security Force (MESF) with Riverine Group ONE in 2012 established Coastal Riverine Force, which is comprised of two Group Commander's, CRG ONE and CRG-TWO, is a major cornerstone of NECC's efforts to field a force capable of executing all maritime security operations in the inland, coastal and near-shore environments.

CRG-2 is located on the Joint Expeditionary Base Little Creek (JEBLC) Virginia Beach, Virginia. This is the headquarters for the unit and where some of the Expeditionary Equipment Readiness support is conducted.

2.0 ACRYNOMYS

CAC Common Access Card

CESE Civil Engineering Support Equipment

COMNAVSEASYS COM Commander, Naval Sea Systems Command

CONUS Continental United States

COR Contracting Officer Representative

CRF Coastal Riverine Force

CRG Coastal Riverine Group

DOD Department of Defense

DON Department of Navy

FAR Federal Acquisition Regulations

FRP Fleet Response Plan

FRTP Fleet Response Training Plan

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GFE Government Furnished Equipment

GFF Government Furnished Facilities

GFI Government Furnished Information

GR/GPM Government Representative/Government Project Manager

HMMWV High Mobility Multi-purpose Wheeled Vehicle

ISO International Organization for Standards

KO Contracting Officer

MESF Maritime Expeditionary Security Forces

MESG-2 Maritime Expeditionary Security Group Two

MSC Maintenance Support Center

MSR Monthly Status Report

MTVR Medium Tactical Vehicle Replacement

NAVICP Naval Inventory Control Point

NECC Navy Expeditionary Combat Command

NMCI Navy Marine Corps Intranet

NTCSSII Navy Tactical Command Support System II

OCONUS Outside Continental United States

PCO Procuring Contracting Officer

POP Period of Performance

PWS Performance Work Statement

QASP Quality Assurance Surveillance Plan

RAB Riverine Assault Boat

RCB Riverine Command Boat

RPB Riverine Patrol Boat

SG Strike Group

SME Subject Matter Expert

TA Technical Assistant

TEU Training and Evaluation Unit

TPOC Technical Point of Contact

USFF US Fleet Forces

3.0 SCOPE OF WORK

3.1 The scope of the Performance Work Statement (PWS) is to acquire Expeditionary Equipment Readiness support in the areas of: Contractor Field Team Support, Logistic, Engineering and Technical services. This support includes, but is not limited to: Engineering, Technical, Repair and Logistic support to forces afloat or deployed.

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3.2 Tasks include organizational level (O-level) maintenance on specific CRG-2 equipment specifically called out in this PWS and the identification and correction of material condition discrepancies in Hull, Mechanical and Electrical (HM&E), and Electronic and Civil Engineering Support Equipment (CESE), Boats (Patrol Craft), Material Handling Equipment (MHE) and other support equipment; identify and correct systems material discrepancies; assist with equipment lay-up and start-up maintenance; update and maintain configuration and availability report database systems; and on-the-job training.

4.0 SPECIFIC REQUIREMENTS

This program shall include the tasks for which the Contractor is directly responsible for providing, supporting and maintaining, with accuracy and timeliness, IAW the PWS and other tasks required by the client. The tasks contained in this PWS may contain sub-tasks.

4.1 MAINTENANCE

4.1.1 Perform mechanical and electrical system organizational level maintenance on CRG-2 Headquarters assigned equipment e.g. vehicles, CESE, weapons trailers, boat and boat trailers. Perform mechanical and electrical system organizational level maintenance on CRG-2 Echelon IV equipment specifically, conduct lay-up / start-up and related maintenance checks on equipment assigned to the Mid-level storage program i.e. designated CESE, boats and trailers at the discretion of the COR/TPOC.

4.1.2 Perform hull, mechanical and electrical system organizational, intermediate and depot level maintenance and emergent repairs on board assigned/designated CESE, boats and trailers assigned to the Mid-level storage program determining project scope, any repairs and necessary replacements, in accordance with screened 2-KILO (work request).

4.1.3 Contractor personnel shall perform hull, mechanical and electrical system intermediate and depot level maintenance and emergent repairs on board assigned/designated CESE and boats listed under Attachment 1 of this PWS to determine project scope, repairs and necessary replacements, in accordance with screened 2-KILO work requests. Performance of scheduled preventive maintenance (Organizational level) shall be the responsibility of US Navy personnel. Contractors are not to perform scheduled preventive maintenance with the exception of lay-up, start-up and related check maintenance as part of the Group TWO mid-term storage plan, unless it is an integral part of the repairs identified in the OPNAV 4790-2K or designated in writing on a Maintenance Requirement Card. (MRC).

4.2 LOGISTICAL SUPPORT

Provide logistical support to identify and procure parts for use by contractor personnel, material, specialized tools and equipment. Contractor's Logistician will document GFE usage and maintain inventory of tools, pre-expended bins for consumable items such as nuts, bolts, washers, electrical wire, rags, filters, lubricants, belts, hoses, fuses and bulbs. Knowledge of the Naval Tactical Command Support System (NTCSS) to submit jobs in the Organizational Maintenance Management System-Next Generation (OMMS-NG) is required.

4.3 ASSESSMENTS AND TECHNICAL SUPPORT

4.3.1 The contractor shall assess, evaluate document findings, provide recommendations, and conduct repairs required to restore equipment to operational status and other services including:

- Support annual CESE and boat inspections
- Perform propulsion, electrical and engine grooms on CESE and patrol boats
- Support routine material assessment and testing of CESE and patrol boats
- Provide welding and ship fitting support services
- Support patrol boat open water operational test requirements
- Support CESE operational tests

4.3.2 The contractor shall coordinate the planning, scheduling and prioritization of routine and emergent work and corrective maintenance tasks to include but not limited to:

- CONUS CESE and boat Inspections
- OCONUS CESE and boat Assessments
- Lay-up and Related maintenance checks of CESE/boats in mid-level storage program
- Start-up and Related maintenance checks of CESE/boats in mid-level storage program
- Brake repair/replacement for boat trailers and CESE (includes 10K upgrades)

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- Bearing replacement for boat trailers
- Electrical repairs for CESE and boats (includes repair, upgrades and installation of new systems)
- Engine repair/replacement for boats and CESE
- Transmission repair/replacement for boats and CESE
- A/C repair/recharging/replacement for boats and CESE
- Power steering repairs/replacement for boats and CESE
- Weld/ hull repairs for boats and CESE
- Metal fabrication
- Generator repairs (mechanical/electrical and computer diagnostics ONLY, no rewind)
- Electronic control unit (ECU) repairs
- Tire repair for CESE and boat trailers
- Axle repairs
- Sponson repairs (boats ONLY)
- Stern drive repair/replacement
- Outboard engine repairs/replacements
- Waterjet repair/replacement
- Perform propulsion system and engine grooms on patrol boats and CESE
- Conduct pre and post-delivery acceptance inspections.

4.3.3 The contractor shall provide additional technical support services as follows:

- Provide CRG-2 command forces distance support via telephone providing technical assistance when needed.
- Assist CRG-2 command forces with assessment, troubleshooting, and repair of Air Conditioning and Refrigeration Systems.
- Provide technical on the job training (OJT) and assistance to CRF command forces in the troubleshooting of diesel engines, outboard engines and outdrives as well as vehicle systems such as engines and transmissions.
- Provide Quality Assurance (QA) and Non Destructive Testing (NDT) qualified technicians to CRF command forces for testing, inspection and certification of minor and structural repairs.
- Provide written report for all work accomplished, training completed and completed action documentation.
- Identify and record material deficiencies.

4.3.4 The contractor shall provide the following in support of the operational testing of Civil Engineering Support Equipment (CESE) and movement of various CESE for maintenance purposes.

- Contractor is authorized to operate government vehicles for the purpose of conducting operational tests of equipment after completion of in shop repairs.
- Contractor is responsible for providing copies of all state issued licenses for personnel operating government vehicles. All contractors must comply with state and local licensing requirements.
- CRG-2 will not and is not authorized to license the contractor. The contractors valid state issued license will qualify them to operate trucks, vans, and equipment under 10,000 lbs. GVW (HMMWV). To operate the MTVR and 15T Freightliner Stake truck, the Contractor is required to obtain a Commercial Driver's License (CDL) air brake certification.

4.4 TRAVEL

The contractor will be expected to travel to various Coastal Riverine Force locations to conduct assessments, repairs, inspections and troubleshooting of boats and CESE. Locations include, but are not limited to: Portsmouth, Virginia Beach, Williamsburg, Yorktown, Norfolk, VA.; Jacksonville, Mayport and Port Canaveral, FL.; Newport, RI.; Groton, CT.; Charleston, SC.; Annapolis, Md.; Earle, NJ.; San Diego, CA; Bremerton, WA; Fujairah and Jebel Ali, United Arab Emirates; Kuwait Naval Base, Kuwait; Naval Support Activity, Bahrain; Republic of Panama; Rota, Spain; Djibouti, Africa and other OCONUS locations as designated.

4.5 RESPONSE

The Contractor shall immediately commence travel arrangements to respond to emergent repairs (immediate repair required to bring a piece of equipment to full mission capable status) to any OCONUS/CONUS location in paragraph 7.16. Response time required for units located within the Hampton Roads area (50 mile radius from JEBLC) is within four hours. Response time to units outside 50 mile radius is within twenty-four hours of reported requirement. The Contractor shall have technicians on sight to any OCONUS location in paragraph 7.16 within seven days of reported requirement. This shall be imperative in meeting short-notice deployment dates of CRG-2 forces and adaptive force packages.

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4.6 QUALITY MANAGEMENT

The contractor shall establish, document, implement, and maintain a fully functional Quality Management System in accordance with NAVSEA Standard Item 009-04. The QMS must, at a minimum comply with the requirements set forth in the International Organization for Standards (ISO) 9001:2008 standards. The contractor's process and procedures must be consistent and results documented. The contractor is expected to be proactive and take corrective action as necessary to ensure the highest level of performance by contracted team personnel.

5.0 QUALIFICATIONS

The Contractor is responsible for providing personnel with proper education, experience and qualifications to perform the tasks assigned under this contract. Personnel assigned to these tasks must be able to communicate and work effectively with DoD, Civilian and Military personnel.

Technicians must have certificates verifying completion of the following required training:

- A minimum of one (1) technician shall be a graduate of KONRAD Service Technical Training. (KONRAD Service Technical Training for the 520 Outdrive)
- A minimum of one (1) technician shall be a graduate of CUMMINS Insite Familiarization course and hold an Insite Qualification & Tier 3 QSB/QSC Engine Qualifications
- A minimum of one (1) technician shall be certified as a TIG/MIG welder. (Welder with certifications as Gas Tungsten Arc Welding (TIG), Gas Metal Arc Welding (MIG) and Gas Metal Arc Welding Pulse (GMAW-P) using 5356 filler wire per NAVSEA T0300-AU-SPN-010, page 72, Table 23.)
- A minimum of one (1) technician shall be certified to work on Mercury Outboard Systems to include Optimax and Verado outboard engines and have completed Intro to CDS and OPTIMAX I & II qualifications.
- A minimum of one (1) technician shall be certified to work on Mercury Outboard Systems and completed Intro to CDS and OPTIMAX I & II qualifications.
- A minimum of one (1) technician shall be certified in Air Conditioning (AC) & Refrigeration (R).
- A minimum of one (1) technician shall be a graduate of MTU CM Level II & III diesel engine or Detroit Diesel Engine Certification course.
- A minimum of one (1) technician shall be a certified Universal HVAC technician (Freon 407C).
- A minimum of one (1) technician shall be a certified OSHKOSH technician.
- A minimum of one (1) technician shall be a certified Quality Assurance Inspector and Non-Destruct Test (QA/NDT) Level II in visual test (VT) and dye penetrate test (PT). QA/NDT Certification IAW NSTP 271 and ASNT-SNT-TC-1A
- A minimum of two (2) technician shall be certified as a Diesel Engine Inspector (DEI) with Navy NEC code 4314. Certificate of completion from the Navy's Diesel Engine Inspector course listed in CeTARS CANTRAC Volume II, Course# A-652-0311.

5.1 CESE ELECTRICIAN (Level IV Technician)

Responsibilities include:

- Maintain and repair CESE electrical systems and communications equipment to include but not limited to:
 - § Vehicle headlights
 - § Battery systems
 - § VRC 110 Mobile Vehicle Mount
 - § Blue Force Tracker
 - § Vehicle Intercom 3 System
 - § 120A Alternators
 - § 80A Alternators
 - § Battery Isolators
 - § 35KW Generators
 - § 45KW Generators
 - § Bosch Electronic Control Module
 - § General Motors Electronic Control Module
 - § Caterpillar Electronic Control Module
 - § Cummins Electronic Control Module

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- § Allison Transmission Control Module
- § Ford Electronic Control Module
- § AM General Electronic Control Module

Education/Qualification:

- Must have a high school diploma or equivalent vocational degree or general educational diploma and a minimum of 5 years general experience in their respective trade and at least 3 consecutive years of experience repairing and troubleshooting the aforementioned CESE electrical systems and communication equipment. Have extensive knowledge of technical requirements. Ability to identify complex problems and solutions. Ability to supervise lower level employees.
- Ability to perform services in accordance with applicable OEM tech manuals and drawings as well as familiarity with NAVFAC P-300 and Naval Facilities Engineering and Expeditionary Warfare Center (NAVFAC EXWC) technical manuals. Be able to read electrical drawings and schematics for generators, HMMWV, MTRVs, 15T trucks and Light Service Support Vehicles (LSSV) electrical systems.

5.2 MARINE ELECTRICIAN – Level IV Technician

Responsibilities include:

- Maintain and repair boat electrical systems and communications equipment to include but not limited to:
 - § running lights
 - § battery system
 - § GENTEX communication boxes
 - § UHF and VHF tactical communications equipment
 - § Satellite communications (SATCOM)
 - § 110A Alternators
 - § Battery Isolators
 - § Furuno radar displays and radome
 - § VIC 3 and VIC 5 Communications systems
 - § LINK 16

Education/Qualification:

- Must have a high school diploma or equivalent vocational degree or general educational diploma and a minimum of 5 years general experience in their respective trade and at least 3 consecutive years of experience repairing and troubleshooting the aforementioned boat electrical systems and communication equipment. Have extensive knowledge of technical requirements. Ability to identify complex problems and solutions. Ability to supervise lower level employees.
- Be able to read electrical drawings and schematics for patrol craft electrical systems. Ability to perform service in accordance with applicable OEM tech manuals. Familiarity with Navy Boat Information Book (BIB) and drawings.

5.3 HULL WELDER REPAIR/FABRICATION – Level IV Technician

Responsibilities include:

- Repair hull damage to rails, hull structure, cabin tops and any other metal areas.

Education/Qualification:

- Must have a high school diploma or equivalent vocational degree or general educational diploma and a minimum of 5 years general experience in their respective trade and at least 3 consecutive years of experience repairing and troubleshooting hull damage to rails, hull structure, cabin tops and any other metal areas relating to CESE and boats. Have extensive knowledge of technical requirements. Ability to identify complex problems and solutions. Ability to supervise lower level employees.
- Ability to perform MIG/TIG welding service in accordance with Naval Ships' Technical Manual Chapter 074 Volume Welding and Allied Processes
- Ability to perform service in accordance with NAVSEA T0300-AU-SPN-010 Fabrication, Welding and Inspection of Small Boats and Craft, Aluminum Hulls.
- Certified in Gas Tungsten Arc Welding (TIG), Gas Metal Arc Welding (MIG) and Gas Metal Arc Welding Pulse (GMAW-P) using 5356 filler wire per NAVSEA T0300-AU-SPN-010, page 72, Table 23 applicable OEM tech manual

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5.4 CESE MECHANICS – Level IV Technician / Level III Technician

Responsibilities include:

- Repairs, troubleshooting and material assessment of all CRF CESE equipment in accordance with OEM specification make and model to include but not limited to:
 - § Ford Power Stroke Engine
 - § Chevy Duramax Engine
 - § Cummins Diesel Engines
 - § John Deere Engines
 - § Kubota Engines
 - § Mercedes Engines
 - § Caterpillar Diesel Engine
 - § Duramax Turbo Diesel Engine
 - § Allison Transmissions
 - § 4L80E Transmission
 - § 15KW and 45KW Generators
 - § IGET HVAC System
 - § Hydraulic Systems for 55 ton Lowboy Trailers
 - § 15K and 30K Forklift Hydraulic Systems

Education/Qualification for CESE mechanic:

Lead Level IV Technician (Key Personnel)

- Must have a high school diploma or equivalent vocational degree or general educational diploma and a minimum of 5 years general experience in their respective trade and at least 3 consecutive years of experience repairing and troubleshooting the aforementioned CRF CESE equipment. Have extensive knowledge of technical requirements. Ability to identify complex problems and solutions relating to the CESE level of effort. Ability to coordinate program requirements, subcontractors, and employees. Ability to provide direction to subordinates.
- Serves as the primary point of contact (POC) for problem resolution and liaison with Government. Ensures contract deliverables are accurately and timely submitted. Is given the authority to make decisions relating to Expeditionary Equipment Readiness Services Support program.

Level IV Technician

- Must have a high school diploma or equivalent vocational degree or general educational diploma and a minimum of 5 years general experience in their respective trade and at least 3 consecutive years of experience repairing and troubleshooting the aforementioned CRF CESE equipment. Have extensive knowledge of technical requirements. Ability to identify complex problems and solutions. Ability to supervise lower level employees.

Level III Technicians

- Must have a high school diploma or equivalent vocational degree or general educational diploma and a minimum of 3 years general experience in their respective trade and at least 2 consecutive years of experience repairing and troubleshooting the equipment the aforementioned CRF CESE equipment. Have moderate understanding of technical requirements. Ability to identify technical problems and solutions.

5.5 MARINE MECHANIC – Level IV Technician / Level III Technician

Responsibilities include:

- Repairs, troubleshooting and material assessment of all CRF patrol boats equipment in accordance with OEM specifications for make and model to include but not limited to:
 - Cummins Diesel Engines:
 - § 4021538-Operation and Maintenance Manual Recreational Marine B3.9 and B5.9 Series Engines
 - § 3666087-Service Manual B3.9, B4.5, B4.5 RGT, and B5.9
 - § 4021564-Operation and Maintenance Manual QSB5.9 Marine Engines
 - § 4021416-Troubleshooting and Repair Manual ISB, ISBe2, ISBe3, ISBe4, QSB4.5, QSB5.9, QSB6.7, ISC, QSC ISL, ISLe3, ISLe4, and QSL9, CM850 Electronic Control System
 - § 4021271-Service Manual ISBe, ISB, and QSB (Common Rail Fuel System)
 - § 4022081-Master Repair Manual SmartCraft™ Marine Control System
 - Hamilton Waterjet Model HJ292:

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- § Hamilton Jet Marine Propulsion Units Product Manual Model HJ292 and Product Manual Model HSRC
- Hamilton Waterjet Model HM651:
 - § Hamilton Jet Marine Propulsion Units Product Manual
- Twin Disc Marine Gear Transmission:
 - § Twin Disc MG5075SC Service and Installation Manual
- KONRAD 520 Outdrive:
 - § KONRAD Stern Drive Technical Manual 500 Series Models
- MTU Diesel Engine or Detroit Diesel Engine:
 - § MTU 16V2000 M94 Diesel Engine Technical Manual
- Westerbeke 33KW EDE D-NET Generator:
 - § Westerbeke 33KW EDE D-NET generators
- Diesel Engine Inspection:
 - § Specialized Marine Propulsion and Power Generation with specific application to Diesel Engines

Education/Qualification for Marine Mechanic:

Lead Level IV Technician (Key Personnel)

- Must have a minimum of 5 years' experience of general marine propulsion and or power generation experience in operations, maintenance, repair, or inspections. A bachelor's or master's degree in mechanical or marine engineering may be substituted for 3 of the 5 years of experience. A minimum of 2 of the 5 years of experience will be in specialized marine propulsion or power generation, maintenance, repair or inspection experience at the engineer, technician, planner, designer, foreman, or quality assurance level concentrating on the specific application. Have extensive knowledge of technical requirements required to maintain and service the aforementioned CRF Marine equipment. Ability to identify complex problems and solutions relating to the Marine level of effort. Ability to coordinate program requirements, subcontractors, and employees. Ability to provide direction to subordinates.
- Serves as the primary point of contact (POC) for problem resolution and liaison with Government. Ensures contract deliverables are accurately and timely submitted. Is given the authority to make decisions relating to Expeditionary Equipment Readiness Services Support program.

Level III Technicians

- Must have a high school diploma or equivalent vocational degree or general educational diploma and a minimum of 3 years general experience in their respective trade and at least 2 consecutive years of experience repairing and troubleshooting the equipment the aforementioned CRF patrol boat equipment. Have moderate understanding of technical requirements. Ability to identify technical problems and solutions.

Diesel Engine Inspector (DEI) NEC 4314

- Per OPNAV Instruction 9220.3 "Propulsion and Auxiliary Plant Inspection and Inspector Certification Program" paragraph 6, pages 4-6 all inspector candidates (military personnel, civil service personnel and civilian contractors) must satisfactorily complete the required and pre-requisite course(s) listed below.
 - Navy's Diesel Engine Inspector course listed in CeTARS CANTRAC Volume II, Course# A-652-0311
 - Have a minimum of 5 years' experience of general marine propulsion or power generation experience in operations, maintenance, repair, or inspections. A bachelors or master's degree in mechanical or marine engineering may be substituted for 3 of the 5 years of experience.
 - A minimum of 2 of the 5 years of experience will be in specialized marine propulsion or power generation maintenance, repair or inspection experience at the engineer, technician, planner, designer, foreman or quality assurance level concentrating on the specific application (i.e. gas turbines, diesel, and boilers).
 - A written recommendation from the candidate's employer verifying the candidates experience level. The recommendation will be submitted through the chain of command to the appropriate program manager.
 - Be physically capable of entering confined areas such as boiler steam and water drums, uptakes, stacks, engine enclosures and plenums.

5.6 LOGISTICIAN

Responsibilities include:

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- Quality Deficiency Reports (QDR).
- Documentation and control of shop tool inventory.
- Configuration management of assigned CESE and boat.
- Bi-weekly parts inventories procedures.

Education/Qualification:

- Must have a bachelor's degree or equivalent of 6 years general logistics experience and at least 5 consecutive years of experience in the Navy Supply Logistics Field. Full knowledge of technical concepts and the ability to identify technical problems and provide solutions.
- Full knowledge of COMNAVSEASYS COM Integrated Logistics Support Center (ILS) procedures, functions of the command's Navy Tactical Command Support System II (NTCSS II), and Organizational Maintenance Management System-Next Generation (OMMS-NG).
- Proficient in Microsoft Excel.

5.7 QUALITY ASSURANCE AND NON-DESTRUCTIVE TEST SPECIALIST

Responsibilities include: Conducting visual, liquid penetrate and magnetic particle inspection methods to assess weld repairs completed on CRF equipment.

Education/Qualification:

- Must have a bachelor's degree or equivalent of 6 years general quality management systems experience and a minimum recent (within 15 years):
- Five (5) consecutive years' in Quality Assurance and Non-Destructive Testing;
- Five (5) consecutive years' experience in shipbuilding environment with general knowledge and understanding of metal fabrication machinery, precision welding, brazing, tube bending, and shipboard safety;
- Five consecutive (5) years' experience and certification to Level II NAVSEA TECH PUB 271 or ASNT TC-1A for Non-Destructive Testing to include; Visual, Liquid Penetrate, and Magnetic Particle Inspection Methods.

5.8 KEY PERSONNEL

Key Personnel are certain skilled experienced professional and/or technical personnel essential for successful contractor accomplishment of the work to be performed under this contract. The number of full-time equivalents of contractor personnel exceeds the quantity of Key Personnel. Contractor personnel are those persons whose credentials are part of the evaluation of the proposal; shall not be removed from the contract work or replaced without immediately notifying the Contracting Officer; and shall, subject to the concurrence of the Contracting Officer or his authorized representative, promptly replace such personnel with personnel of at least substantially equal ability and qualifications.

6.0 References

- COMFLTFORCOMINST 4790.3, Joint Fleet Maintenance Manual
- Naval Ship's Technical Manual 583 Boats and Small Craft
- Manufacturers Tech Manuals (Caterpillar, Allison, Duramax, John Deere, Cummins, Hamilton, Konrad, Mercury, JLG, Freightliner, etc.)
- Occupational Safety and Health Organization (OSHA)
- International Standards Organization (ISO)
- NAVFAC P-300 Management of Civil Engineering Support Equipment
- COMNECC INSTRUCTION 4590.1, Navy Expeditionary Combat Command, Civil Engineering Support Equipment, Boat, Material Handling Equipment and Weight Handling Equipment Management Instruction
- OPNAVINST 4790
- Naval Ships' Technical Manual (NSTM) Chapter 074 Volume 1 Welding and Allied Processes and Fabrication, Welding and Inspection of Small Boats and Craft, Aluminum Hulls
- NAVSEA T0300-AU-SPN-010

NOTE: Due to NAVSEA Technical Distribution Policies, ALL reference materials will be provided during post award meeting (within 72 hours of contract award, or as scheduling permits).

7.0 OTHER PERFORMANCE REQUIREMENTS

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7.1 Safety shall be paramount. The Contractor shall comply with applicable OPNAV, NETC, OSHA and command safety instructions and standards governing these requirements. The Contractor shall maintain all employee qualification and certification records as required by these instructions.

7.1.1 Contractor Responsibility for Safety: Nothing in this PWS, nor any government action or failure to act in surveillance of this contract, shall relieve the Contractor of its responsibility for the safety of the Contractor's personnel and property, the Government's personnel and property, and the general public. Furthermore, nothing in this PWS shall relieve the Contractor of its responsibility for complying with applicable federal, state, and local laws, ordinances, codes, and regulations (including those requiring applicable licenses and permits) in connection with the performance of this contract.

7.1.2 Emergency Action Plan: The Contractor shall comply with the U.S. Navy Emergency Action Plan.

7.1.3 Mishap: If a mishap involving services under this contract results in an injury the Contractor shall promptly report the incident to the CRG-2 COR/TPOC and procuring Contracting Officer (PCO). If the U.S. Navy conducts an investigation of the accident, the Contractor (including all Sub-Contractors) shall cooperate with the government personnel until the investigation is completed. The Contractor shall allow authorized government representatives access to the Contractor's facilities, personnel, and safety program documentation.

7.1.4 Medical Care Requirement: Emergency medical care is available in government facilities to contractor employees who suffer on-the-job injury or illness. The Contractor shall make care reimbursement to the appropriate Navy collection agent upon receipt of statement(s).

7.2 Security Requirements

7.2.1 Unless otherwise indicated, all personnel shall have a current Defense Security Service issued **Secret** clearance with a current single scope background investigation, which must be maintained during the performance of this contract.

7.2.2 Contractor shall conform to the provisions of OPNAVINST 5510.1 (series) and Department of the Navy Information and Personnel Security Program regulations. DD Form 254 will be provided at the time of award.

7.2.3 Common Access Card (CAC): The Contractor shall ensure each of its employees obtain a Common Access Card (CAC). The government CAC serves as the primary method of identification for the Contractor employees, as well as providing the basis of public key infrastructure access to the U.S. Navy/Marine Corps Intranet, websites, and systems (on and off site), as well as the Secret Internet Protocol Router Network (on site only). The Contractor **MUST IMMEDIATELY** surrender/return any/all CACs to the GOV't for employees no longer working on this contract or contract completion.

7.2.4 The Contractor shall advise the COR of contractor personnel who become an employee or ex-employee. The Contractor shall contact the COR whenever a contracted employee resigns, is dismissed, laid-off, or if a change to his/her personnel security clearance status occurs. Additionally, the Contractor shall ensure all ex-employee security access badges and vehicle stickers are returned to the appropriate military authority.

7.3 ADP ENVIRONMENT

7.3.1 All reports, technical documentation, etc. must be fully operable with standard Department of Navy (DON), NMCI desktop and portable MS Windows operating based systems unless otherwise specified.

7.3.2 Content Integrity. The Contractor shall take necessary action, including use of commercially available virus software, to ensure all documentation is free of elements that might be detrimental to the secure operation of the resource operating system, including the following:

7.3.3 Malicious code

7.3.4 Trojans, worms, logic bombs, and other computer viruses

7.3.5 Backdoors

7.3.6 Ad-ware, Spy-ware, or web bugs that have the ability to track user behavior

7.3.7 Code that permits functions that are beyond the actual publicized intent of application capability

7.3.8 Software that will not function properly with the operating system configured secure

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7.3.9 Code that permits functions that are beyond the actual publicized intent of application capability

7.3.10 The Contractor must specifically identify in the proposal the type, amount, and time frames for any Government resources that are required and not listed below. The Government representative will provide the following resources:

7.4 Government Furnished Information (GFI)

Initial delivery of required GFI to support this effort shall be provided within 72 hours, or as scheduling permits, from the date of contract award. Subsequent identification of required GFI may necessitate a GFI request by the contractor. Each request shall be either in writing or by electronic mail and directed to the GR/GPM with a copy to the COR. After validating the request for additional GFI, the GR/GPM will coordinate with the COR to identify, locate, and deliver the information within ten (10) working days upon receiving the request and will notify the contractor in writing or by electronic mail should additional time be required. The contractor shall coordinate all requests for additional technical and contractual information with the GR/GPM. The contractor shall acknowledge receipt of all GFI (that is, materials other than those downloaded from websites) in writing or by electronic mail to the GR/GPM within five (5) working days after receipt. All GFI will be returned to the forwarding Government agency when the effort is completed, or if directed by the GR/GPM, destroyed using applicable procedures. The Contractor will have access to the following:

7.5 GOVERNMENT Furnished Tools and Software

The government will furnish the Contractor with the following Government owned tools for their use. This PWS does not require the Contractor to develop any tools for production or management of ILE content. The Contractor shall use the tools provided. Tools provided by the Government to the contractor are:

- The Government will provide specialty tools required to accomplish this task; all other hand tools will be provide by the Contractor. Specialty tools consist of torque wrenches, alignment tools and diagnostic equipment.
- Navy Marine Corp Intranet (NMCI) access, as required.
- The government will provide welding equipment to include:
 - MIL 951074 Dynasty 350 Tigrunner Miller Tig package with torch
 - MIL 951147 Alumafeed w/25ft Aluma Pro Gun Miller Welding Package
 - TIG 45V45 1/8" Gas Lens Collet Body
 - TIG 13N24 1/8" Collet
 - TIG 53N60 3/8" #6 Gas Lens Tig Cup
 - MIL 242208025 Extension Cord 25'
 - HOS Package Gas Hose Assembly (Gas lines with fittings)
 - ALC 404303513 Alcotec Aluminum Mig Wire
 - MIL 206186 Miller Fastip Contact Tips
 - VIC HRF2425580 Victor Regulator/Flowmeter
 - TWE GC300 Tweco Ground Clamp
 - CAB 10 Welding Cable
 - PEA DA5095 Male Dinse Adapter
 - CAB EXTENSION Cable extension Package
 - Female Dinse Adapter
 - Miller Dynasty 350
 - Miller Alumafeed Pro Gun
 - Dry Rod Oven

7.6 Government Furnished Equipment (GFE) and Government Furnished Facilities (GFF)

The government will provide maintenance facilities onboard government installations with desks, computers and printers for input of maintenance information and to aid in accomplishment of logistic support, communications with CRG-2 and other commands, OCONUS support of deployed commands and maintenance requirements. Contract personnel are expected to work on site at the CRG-2 maintenance facilities in the performance of this effort.

7.6.1 The Government will provide all repair parts to accomplish tasks within this PWS. Repair parts consist of sponsons, filters, engines, marine gears, outdrives, outboard engines, hoses, fasteners, light bulbs, tires, seats, trailer hubs and associated trailer parts, bearings, windows, deck matting, gauges, aluminum and any other parts required to accomplish the requested repairs.

7.6.2 In accordance with the Quality Assurance Surveillance Plan, the government will ensure that all equipment listed within Attachment 1 is available for the contractor to conduct operational testing and proper completion and documentation of repairs prior to operational/mission utilization.

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7.6.3 The government will provide a generator, air compressor and required tools, for contractor use, to conduct roadside/emergent repairs of boats and CESE operating outside of the Hampton Roads / Tidewater, Virginia Area and assistance to convoy elements for equipment break downs and roadside/emergent repairs during operational transits.

7.7 Contractor Furnished Equipment, Facilities, Support

7.7.1 Facilities: The Contractor shall have facilities within the Hampton Roads/Tidewater, Virginia area to provide tech support; machine shop and welding quality assurance in direct support of their personnel assigned to CRG-2.

7.7.2 Contractor Furnished Tools: The tools required to accomplish specific tasks outlined in Part 4 are considered technician "tools of the trade" and shall be provide by the contractor. Tools of the trade include welder, mechanic and electrician hand tools, such as: combo wrenches sets up 1-1/4", sockets sets (up to 1-1/4"), pliers, cutters, hammers, meggers, volt meters, inspection mirrors, screw drivers sets, punch sets, chisels, hammers, scribes, scrapers, flash lights, gas meters, magnetic particle test equipment, magnified glass, weld radius templates, NDT dye penetrate, welding filament, hex head wrench sets, assorted files etc... tools of the trade.

7.7.3 The contractor shall provide a properly outfitted maintenance vehicle with the capability to carry a 10K generator, air compressor and required tools, for contractor use, to conduct roadside/emergent repairs of CESE, boats and boat trailers operating outside of Portsmouth, VA and assistance to convoy elements for equipment break downs and roadside/emergent repairs during tactical convoys and operational transits (CONUS Only). The contractor shall also provide a vehicle for contractor use to pick up parts and transit between CRG-2 command buildings and boat/vehicle maintenance facilities.

7.8 Privacy Act Compliance

The Contractor may be in contact with data and information subject to the Privacy Act of 1974 (Title 5 of the U.S. Code Section 552a). The Contractor shall ensure that its employees assigned to this effort understand and adhere to the requirements of the Privacy Act and to DOD and DON regulations that implement the Privacy Act. DON policy and procedures implementing the Privacy Act are detailed in SECNAVINST 5211.5 (series), which is available on-line at <http://privacy.navy.mil>. The Contractor shall identify and safeguard data, information and reports accordingly. The Contractor shall ensure that Contractor employees assigned to the contract are trained on properly identifying and handling data and information subject to the Privacy Act prior to commencing work.

7.9 Disclosure of Information

Information made available to the contractor by the government for the performance or administration of this effort shall be used only for those purposes and shall not be used in any other way without the written agreement of the Contracting Officer. The Contractor agrees to assume responsibility for protecting the confidentiality of Government records, which are not public information. Each contractor or employee of the contractor to whom information may be made available or disclosed shall be notified in writing by the contractor that such information may be disclosed only for a purpose and to the extent authorized herein.

7.10 Limited Use of Data

Performance of this effort may require the Contractor to access and use data and information proprietary to a government agency or government contractor which is of such a nature that its dissemination or use, other than in performance of this effort, would be adverse to the interests of the government and/or others. Contractor and/or contractor personnel shall not divulge or release data or information developed or obtained in performance of this effort, until made public by the government, except to authorized government personnel, or upon written approval of the Contracting Officer (CO). The Contractor shall not use, disclose, or reproduce proprietary data that bears a restrictive legend, other than as required in the performance of this effort. Nothing herein shall preclude the use of any data independently acquired by the Contractor without such limitations or prohibit an agreement at no cost to the government between the contractor and the data owner which provides for greater rights to the contractor.

7.11 Hours of Work

Normal working hours are 7:00 AM to 3:30 PM, Monday through Friday, with the exception of Federal government holidays, or when the government facility is closed due to local or national emergencies, administrative closings, or similar government-directed facility closings. Normal working hours include an allowance for a 30 minute lunch period. There may be circumstances where work hours may be adjusted to meet mission critical requirements.

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7.11.1 Overtime: Overtime may be required to perform tasks outlined within Paragraphs 4.0 through 4.5 of this PWS.

7.12 Government Holidays

7.12.1 The following government holidays are typically observed by government personnel: New Years Day, Martin Luther King's Birthday, Presidential Inauguration Day (metropolitan DC area only), President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Day, and any other day designated by Federal Statute, Executive Order, and/or Presidential Proclamation.

7.12.2 Typically, there is no repair work conducted during government holidays, however, work may be required to meet mission critical requirements.

7.13 Contract Management

Only a duly appointed Contracting Officer, and no other government personnel, is authorized to change the specifications, terms, and conditions under this effort. The CRG-2 COR is responsible for technical management of this program, and will serve as the Contracting Officer's Technical Point of Contact (TPOC). The Contractor's Representative shall coordinate all activities and resolve any potential issues through the following:

COR/ TPOC

To be determined at time of award

7.13.1 Contracting Officer's Representative (COR) is responsible for:

- a. Liaison with personnel at the government installation and the contractor personnel on site
- b. Technical advice / recommendations / clarification on the statement of work
- c. The Performance Work statement (PWS) for delivery / task orders placed under this contract
- d. An independent government estimate of the effort described in the definitized statement of work
- e. Quality assurance of services performed and acceptance of the services or deliverables
- f. Government furnished property
- g. Security requirements on Government installation
- h. Provide the PCO or his designated Ordering Officer with appropriate funds for issuance of the delivery / task order
- i. Certification of invoice for payment

NOTE: Final COR responsibilities to be determined at time of award.

7.14 Contractor Personnel

7.14.1 The Contractor shall be responsible for managing and overseeing the activities of all Contractor personnel, as well as subcontractor efforts used in performance of this effort. The Contractor's management responsibilities shall include all activities necessary to ensure the accomplishment of timely and effective support, performed in accordance with the requirements contained in the Performance Work Statement, including appropriate policies and procedures. Contractor employees shall perform their duties independent of, and without the supervision of, any government official.

7.14.2 The tasks, duties, and responsibilities set forth in this PWS may not be interpreted or implemented in any manner that results in any Contractor employee creating or modifying federal policy, obligating the appropriated funds of the United States Government, overseeing the work of federal employees, providing direct personal services to any federal employee, or otherwise violating the prohibitions set forth in parts 7.5 and 37.1 of the Federal Acquisition Regulations (FAR). The Government shall control access to the facility and perform the inspection and acceptance of completed work.

7.15 Contractor Interfaces

The Contractor and/or his subcontractors may be required as part of the performance of this effort to work with other

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contractors working for the government. Such other contractors shall not direct this contractor and/or their subcontractors in any manner. Also, this contractor and/or their subcontractors shall not direct the work of other contractors in any manner.

The Government Contracting Officer shall establish an initial contact between the Contractor and other contractors and shall participate in an initial meeting at which the conventions for the scheduling and conduct of future meetings / contacts will be established. The COR shall be informed and or included in these meetings or conventions.

7.16 PLACE(S) OF PERFORMANCE

The primary places of performance are the CRG-2 Vehicle Maintenance Facility (VMF) Bldg. 1716 Burtons Point Road, Portsmouth VA. 23709, and Boat Maintenance Facility Buildings 3511 and 1258 Joint Expeditionary Base, Little Creek (JEBLC). However, support personnel may be required to travel to other CRG-2 Commands, training locations and forward deployed locations to perform work addressed in paragraph 4.0 through 4.5 of this PWS. Locations include, but are not limited to: Portsmouth, Virginia Beach, Williamsburg, Yorktown, Norfolk, VA.; Jacksonville, Mayport and Port Canaveral, FL.; Newport, RI.; Groton, CT.; Charleston, SC.; Annapolis, Md.; Earle, NJ.; San Diego, CA; Bremerton, WA; Fujairah and Jebel Ali, United Arab Emirates; Kuwait Naval Base (KNB); Naval Support Activity, Bahrain; Republic of Panama; Rota, Spain; Djibouti, Africa and other OCONUS locations as designated.

7.17 PERIOD OF PERFORMANCE

The period of performance for this PWS is a 12-month Base Year with four (4) 12-month Option Years.

7.18 TRAVEL

Travel **IS AUTHORIZED** to accomplish this task. Travel expenses include airfare, per diem, rental car, local travel and miscellaneous expenses as authorized by the JTR. Costs for transportation may be based upon mileage rates, actual costs incurred, or a combination thereof, provided the method used results in a reasonable charge. No mileage costs will be incurred when travel is within a 50-mile radius of the primary work location. Travel locations include but not limited to: Newport, RI; Groton, CT; Charleston, SC; Jacksonville, Mayport, and Port Canaveral, FL; Annapolis, MD; San Diego, CA; Bremerton, WA; Fujairah & Jebel Ali, UAE; Kuwait Naval Base, Kuwait; Naval Support Activity, Bahrain; Republic of Panama; Rota, Spain; Djibouti, Africa and other CONUS/OCONUS locations.

7.18.1 Travel costs will be considered reasonable and allowable only to the extent that they do not exceed on a daily basis, the maximum per diem rates in effect at the time of the travel. The Joint Travel Regulations (JTR), while not wholly applicable to contractors shall provide the basis for the determination as to reasonable and allowable. Maximum use is to be made of the lowest available customary standard coach or equivalent airfare accommodations available during normal business hours. All necessary travel meeting the above criteria shall be approved in advance by the COR/GTL. Exceptions to these guidelines shall be approved in advance by the Contracting Officer or his Designee.

7.18.2 Travel will include two trips annually to Djibouti, Africa for 8 days in duration; four trips annually to Jebel Ali & Fujairah, UAE for 10 days duration; four trips annually to Kuwait for 5 days duration, four trips annually to Bahrain for 8 days duration. Travel will include (4) technicians on each trip working 8 hour days. Travel may sometimes be concurrent from location to location. Due to OPSEC specific travel dates cannot be provided until award of the contract.

7.18.3 Six (6) emergent trips will be authorized for trips to OCONUS sights for two technicians working 12 hour days for seven (7) days each to perform hull, mechanical or electrical repairs due to lack of local technical support provided to CRG-2 units deployed overseas.

7.18.4 Travel will include six (6) trips annually to CONUS locations listed in paragraph 7.18 for five days duration for two technicians working 8 hour days to conduct troubleshooting and perform hull, mechanical, electrical or CESE repairs.

7.18.5 The Contractor shall ensure all employees traveling OCONUS are submitted in the Aircraft and Personnel Automated Clearance System (APACS) at least 30 days prior to entering the country and ensuring all employees have the required travel documents i.e. Passport, and has completed the appropriate anti-terrorism/force protection and SERE training, ISOPREP and health screenings.

7.19 DELIVERABLES/DELIVERABLE SCHEDULE

In fulfillment of this effort, the Contractor shall provide the following deliverables. All deliverables shall be submitted to the COR, unless otherwise agreed upon, in an accurate and timely manner. Reports shall be provided in Excel

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Spreadsheet for maintenance history, Microsoft Power Point for Assessment out-briefs and Microsoft Word. The reports specified herein shall be forwarded by traceable means to locations specified by the COR/GTL and command TPOC. "Traceable" means shall be defined as a cover letter, identifying the task and deliverable being sent, along with a properly filled out Task Action Memorandum (TAM) for each product. The cover letter shall include a statement indicating to what other activities the product has been delivered. Reports are to be delivered to the COR for review and acceptance.

7.19.1 Task Completion Report: The Contractor shall document the efforts performed in the completion of each task in a detailed Task Completion Report, due within 7 days of work completion. The report format may be at the Contractor's discretion, but the report may be modified at the COR's request. At a minimum, the Task Completion Report shall include:

Summary: The Contractor shall provide a summary of work, and activities, accomplished during the reporting period.

Date of assessment, Inspection and/or Repair

Equipment Identification (Boat Hull Number, USN for CESE equipment)

Findings/Recommendations

Date of Repair Completion

Problems Encountered: The Contractor shall provide a brief summary of any problems, issues or delays identified/encountered and recommendations as to their resolution, or any corrective action that was taken to correct identified problems.

7.19.2 After Action Trip Report: The Contractor shall document the efforts performed while on travel, due within 7 calendar days from trip completion. The report format may be at the Contractor's discretion, but the report may be modified at the COR's request. At a minimum, the After Action Trip Report shall include:

- Summary: The Contractor shall provide a summary of work, and activities, accomplished during the reporting period.
- Date of assessment, Inspection and/or Repair
- Equipment Identification (Boat Hull Number, USN for CESE equipment)
- Findings/Recommendations
- Date of Repair Completion
- Problems Encountered: The Contractor shall provide a brief summary of any problems, issues or delays identified/encountered and recommendations as to their resolution, or any corrective action that was taken to correct identified problems.
- Personnel Briefed
- Breakdown of travel costs, indicating amount expended, and amount remaining.

7.19.3 Status/Final Report: The Contractor shall provide a final report, to the COR, within 2 calendar weeks from the conclusion of each months work. The report shall summarize the contractors work completed each month addressing: complete summary of work completed and activities accomplished during the month, significant issues, problems and recommendations.

7.19.4 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 for the [NAMED COMPONENT] 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;

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(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 (NLT) October 31 of each calendar year. Contractors may direct questions to the help desk, linked at <https://doncmra.nmci.navy.mil>.

7.19.5 The Contractor shall submit reports to the COR as prescribed by para 7.19 of this PWS.

Reference	Milestone/Deliverable	Due Date
7.19.1	Task Completion Report	Within 7 days from work completion
7.19.2	After Action Trip Report	Within 7 Days from return of travel.
7.19.3	Status/Final Report	Monthly
7.19.4	ECMRA	NLT 31 October of each calendar year

7.20 Inspection and Acceptance Criteria

Final inspection and acceptance of all work performed at the place of delivery, will be accepted by the receiving Unit's Maintenance Officer. Results will be provided to the COR. Reports and other deliverables will be accepted by the COR, and in accordance with the Quality Assurance Surveillance Plan (QASP).

7.21 QUALITY ASSURANCE

The COR will review, for completeness, all documentation that the Contractor submits, and may return it to the Contractor for correction. Absence of any comments by the COR will not relieve the Contractor of the responsibility for complying with the requirements of this work statement. Final approval and acceptance of documentation required herein shall be by letter of approval and acceptance by COR. The Contractor shall not construe any letter of acknowledgment of receipt material as a waiver of review, or as an acknowledgment that the material is in conformance with this work statement. Any approval given during preparation of the documentation, or approval

7.21.1 Quality Assurance Surveillance Plan

Purpose: To ensure that the Government has an effective and systematic method of surveillance for the services in the PWS. The QASP will be used primarily as a tool to verify that the contractor is performing all services required by the PWS in a timely, accurate and complete fashion.

1. Critical performance processes and requirements. Critical to the performance of CRG-2 Personnel

2. Performance Standards

a. Schedule - The due dates for deliverables and the actual accomplishment of the schedule will be assessed against

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original due dates and milestones established for the contract or task order(s).

b. Deliverables – The deliverables required to be submitted will be assessed against the specifications for the deliverables detailed in the contract/task order(s) and the Quality Control Plan (QCP), if required by the contract, for the required content, quality, timeliness, and accuracy.

c. Past Performance - In addition to any schedule, and deliverable aspects of performance discussed above, pursuant to FAR 42.15, the Government will assess the contractor’s record of conforming to contract requirements and to standards of good workmanship, the contractor’s adherence to contract schedules including the administrative aspects of performance, the contractor’s history of reasonable and cooperative behavior and commitment to customer satisfaction, and the contractor’s business-like concern for the interest of the customer.

3. Surveillance methods: The primary methods of surveillance used to monitor performance under contract will include COR surveillance, random or planned sampling, periodic inspection, and internal/external validated customer complaints.

4. Performance Measurement: Performance will be measured in accordance with the following table:

Performance Element	Performance Requirement	Surveillance Method	Frequency	Acceptable Quality Level
Contractor Quality	Activities, inspections, and corrective actions completed as required by the PWS.	Inspection by COR	Upon completion of activities; As Required for corrective actions.	95% Compliance with the PWS.
Performance Element	Performance Requirement	Surveillance Method	Frequency	Acceptable Quality Level
Contractor Quality: Welding / Hot Work	Completed as required by the PWS.	Inspection by COR	Upon completion of activities;	100% Compliance with the PWS

Personnel Qualifications	Qualifications as prescribed in the PWS.	Inspection by COR	100% inspection	100% Compliance with the PWS.
Contract Deliverables	Contract deliverables furnished as prescribed in the PWS.	Inspection by COR	100% inspection of all contract deliverables. As Required for corrective actions.	>95% of deliverables submitted timely and without rework required
Overall Contract Performance	Overall contract performance of sufficient quality to earn a Satisfactory (or higher) rating in the COR's annual report on Contractor Performance	Assessment by the COR	At the end of Task Order	All performance elements rated Satisfactory (or higher)
Invoicing	Monthly invoices per contract procedures are timely and accurate.	Review & acceptance of the invoice by CRG-2 N41 Supply Personnel	Monthly	100% Accuracy

5. Performance Requirements Summary: If performance is within the listed acceptable quality levels, it will be considered to be satisfactory. If not, overall performance may be considered unsatisfactory.

Incentives/Disincentives:

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The COR documents contractor performance in the Contractor Performance Assessment Reporting System (CPARS). The contractor's failure to achieve satisfactory performance under the contract/task order, reflected in the COR's annual report, may result in termination of the contract/task order and may also result in the loss of future Government contracts/task orders. The contractor's failure to achieve satisfactory performance under the contract/task order may result in the non-exercise of available options.

For each item that does not meet acceptable levels, the Government may issue a Contract Discrepancy Report (CDR). CDRs will be forwarded to the Contracting Officer with a copy sent to the contractor. The contractor must reply in writing within 5 work days of receipt identifying how future occurrences of the problem will be prevented. Based upon the contractor's past performance and plan to solve the problem, the Contracting Officer will determine if any further action will be taken.

In accordance with the inspection of services provisions of the contract, the contractor will be incentivized to provide quality products in a timely manner since the Government can require the Contractor, at no additional cost, to replace or correct work that fails to meet contract requirements.

7.22 Phase-In/Phase-Out and Manning Provisions

7.22.1 Phase-In: The Contractor shall conduct a two (2) week on-site transition period upon the contract start date. During the Phase-in period, the incumbent Contractor shall retain all Expeditionary Equipment Readiness Support and other related responsibilities. All orientation/phase-in/turnover period activity shall be conducted in such a manner as to not interfere with, disrupt, or hinder the incumbent personnel in the performance of their assigned functions. The transition period shall include, but not be limited to the following:

7.22.1.1 The contractor shall perform a joint inventory of materials procured through the Materials/ODC CLIN with the incumbent Contractor and the designated COR. All discrepancies and problems shall be noted and submitted to the Government COR for resolution. In no instance will the incoming Contractor be held liable for any discrepancy and problem noted. It is the sole responsibility of the outgoing Contractor to rectify the noted discrepancies or problems to the satisfaction of the COR. All discrepancies shall be noted and submitted to the COR for resolution.

7.22.1.2 The contractor shall shadow, observe, and assist the Expeditionary Equipment Readiness Support activities of the incumbent Contractor to gain experience and familiarization with tasks to be performed to discharge their assigned responsibilities.

7.22.1.3 The contractor shall establish a management climate by formulating and implementing appropriate internal policies or procedures designed to assign schedules and tasks appropriate to the designated positions; determine logistics procedures and emergency conditions; establish records; integrate personnel; familiarize with operating and reporting procedures.

7.22.1.4 The contractor shall establish company operations and interaction/communication with Government personnel, familiarize with maintenance manuals, reports, maintenance histories, logs, multiplex and related OSP/Telephone switch ancillary equipment, circuitry, cable records and maintenance procedures. All pertinent logs and records will be turned over to the incoming Contractor during the phase-in process.

7.22.1.5 Prior to the phase-in period, the incoming Contractor is responsible for making all necessary security/medical preparations for full performance in accordance with the Foreign Clearance Guide (FCG) posted on the Pentagon website (<https://www.fcg.pentagon.mil/fcg.cfm>). The contractor is responsible to ensure all medical, training, country clearances, Synchronized Pre-deployment and Operational Tracker (SPOT) registration and approvals, etc. are completed prior to travel to Djibouti. All necessary credentials for employees to enter the facilities will be coordinated with the COR and other offices as identified in the DD-254 for the issuance of Official identification cards. Personal ID's including valid passports will be maintained at the responsibility of the incoming Contractor.

7.22.2 Contractor Personnel Exempted From Phase-in. Personnel who are currently employed by the Government or its Contractor work force and already working at the facility, but have been hired by the new Contractor, may be exempted from participating in the orientation/phase-in period upon written request and approval from the Contracting Officer. All requests for exemption shall be submitted by the Contractor to the Contracting Officer's Representative (COR), who shall review the list and forward it to the Contracting Officer for a determination. The Contracting Officer, or delegated representative, will make the final determination and issue approval or disapproval thereof. The Contractor's request shall include, but not be limited to, a list of nominees for exemption, their titles, current positions with the U.S. Government or its Contractor work force, and reason for requested exemption. Requests for exemption shall be submitted in sufficient time for the request to be denied or granted prior to the date required to report on site.

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7.22.3 Incoming Contractor Personnel: The phase-in period allows Contractor personnel to familiarize themselves with site equipment configuration, receive on-the-job familiarization training in standard procedures for performing tasks described in the PWS. At the end of the phase-in period, the functions identified in the PWS will be turned over to the Contractor to provide a work force that is fully qualified and capable of performing all work required under this contract.

7.22.4 Phase-Out: The Contractor shall provide phase-out coordination and familiarization for a new Contractor, or Government employees, for a period of fourteen (14) days prior to the conclusion of this Contract, regardless of reason for end of contract. The phase-out/turnover period shall include, but not be limited to the following:

7.22.4.1 The contractor shall perform a joint inventory of equipment assets and determine condition of equipment with the Government and the incoming Contractor. The outgoing Contractor shall prepare an inventory report, in a format agreed to by the Government. The Government may conduct an independent evaluation to determine the working condition of all equipment. Items of equipment not in working order and any discrepancies found beyond normal wear and tear that are deemed to be a result of negligence shall be corrected by the Contractor at no additional cost to the Government.

7.22.4.2 The contractor shall provide site orientation to include maintenance history reviews, Navy job related process orientation and other related documentation, and job site familiarization and documentation. Outgoing Contractor personnel shall allow the Incoming Contractor to shadow, observe, and assist the incumbent Contractor to gain experience and familiarization with tasks to be performed to discharge their assigned responsibilities.

7.22.5 Removal of Contractor Property: The Contractor shall remove all Contractor items from Government furnished spaces and property not later than midnight on the last day of the contract. The Contractor shall leave all areas in a neat and clean manner. The Government reserves the right to make a cost reduction, on any remaining invoices due the Contractor, for any costs incurred by the Government to remove or clean up any Contractor items not properly removed in accordance with this section. These terms apply to any costs associated with removal of the Contractor's company property, as well as property belonging to Contractor employees and subcontractors.

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SECTION D PACKAGING AND MARKING

All Deliverables shall be packaged and marked IAW Best Commercial Practice.

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SECTION E INSPECTION AND ACCEPTANCE

1. Inspection and Acceptance Criteria

Final inspection and acceptance of all work performed at the place of delivery, will be accepted by the receiving Unit's Maintenance Officer. Results will be provided to the COR. Reports and other deliverables will be accepted by the COR, and in accordance with the Quality Assurance Surveillance Plan (QASP).

2. QUALITY ASSURANCE

The COR will review, for completeness, all documentation that the Contractor submits, and may return it to the Contractor for correction. Absence of any comments by the COR will not relieve the Contractor of the responsibility for complying with the requirements of this work statement. Final approval and acceptance of documentation required herein shall be by letter of approval and acceptance by COR. The Contractor shall not construe any letter of acknowledgment of receipt material as a waiver of review, or as an acknowledgment that the material is in conformance with this work statement. Any approval given during preparation of the documentation, or approval

QUALITY ASSURANCE SURVEILLANCE PLAN

Purpose: To ensure that the Government has an effective and systematic method of surveillance for the services in the PWS. The QASP will be used primarily as a tool to verify that the contractor is performing all services required by the PWS in a timely, accurate and complete fashion.

1. Critical performance processes and requirements. Critical to the performance of CRG-2 Personnel
2. Performance Standards
 - a. Schedule - The due dates for deliverables and the actual accomplishment of the schedule will be assessed against original due dates and milestones established for the contract or task order(s).
 - b. Deliverables – The deliverables required to be submitted will be assessed against the specifications for the deliverables detailed in the contract/task order(s) and the Quality Control Plan (QCP), if required by the contract, for the required content, quality, timeliness, and accuracy.
 - c. Past Performance - In addition to any schedule, and deliverable aspects of performance discussed above, pursuant to FAR 42.15, the Government will assess the contractor's record of conforming to contract requirements and to standards of good workmanship, the contractor's adherence to contract schedules including the administrative aspects of performance, the contractor's history of reasonable and cooperative behavior and commitment to customer satisfaction, and the contractor's business-like concern for the interest of the customer.
3. Surveillance methods: The primary methods of surveillance used to monitor performance under contract will include COR surveillance, random or planned sampling, periodic inspection, and internal/external validated customer complaints.
4. Performance Measurement: Performance will be measured in accordance with the following table:

Performance Element	Performance Requirement	Surveillance Method	Frequency	Acceptable Quality Level
Contractor Quality	Activities, inspections, and corrective	Inspection by COR	Upon completion of activities;	95% Compliance with the

	actions completed as required by the PWS.		As Required for corrective actions.	PWS.
Performance Element	Performance Requirement	Surveillance Method	Frequency	Acceptable Quality Level
Contractor Quality: Welding / Hot Work	Completed as required by the PWS.	Inspection by COR	Upon completion of activities;	100% Compliance with the PWS
Personnel Qualifications	Qualifications as prescribed in the PWS.	Inspection by COR	100% inspection	100% Compliance with the PWS.
Contract Deliverables	Contract deliverables furnished as prescribed in the PWS.	Inspection by COR	100% inspection of all contract deliverables. As Required for corrective actions.	>95% of deliverables submitted timely and without rework required
Overall Contract Performance	Overall contract performance of sufficient quality to earn a Satisfactory (or higher) rating in the	Assessment by the COR	At the end of Task Order	All performance elements rated Satisfactory (or higher)

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	COR's annual report on Contractor Performance			
Invoicing	Monthly invoices per contract procedures are timely and accurate.	Review & acceptance of the invoice by CRG-2 N41 Supply Personnel	Monthly	100% Accuracy

5. Performance Requirements Summary: If performance is within the listed acceptable quality levels, it will be considered to be satisfactory. If not, overall performance may be considered unsatisfactory.

Incentives/Disincentives:

The COR documents contractor performance in the Contractor Performance Assessment Reporting System (CPARS). The contractor's failure to achieve satisfactory performance under the contract/task order, reflected in the COR's annual report, may result in termination of the contract/task order and may also result in the loss of future Government contracts/task orders. The contractor's failure to achieve satisfactory performance under the contract/task order may result in the non-exercise of available options.

For each item that does not meet acceptable levels, the Government may issue a Contract Discrepancy Report (CDR). CDRs will be forwarded to the Contracting Officer with a copy sent to the contractor. The contractor must reply in writing within 5 work days of receipt identifying how future occurrences of the problem will be prevented. Based upon the contractor's past performance and plan to solve the problem, the Contracting Officer will determine if any further action will be taken.

In accordance with the inspection of services provisions of the contract, the contractor will be incentivized to provide quality products in a timely manner since the Government can require the Contractor, at no additional cost, to replace or correct work that fails to meet contract requirements.

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SECTION F DELIVERABLES OR PERFORMANCE

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

8001	8/18/2016 - 8/17/2017
8101	8/18/2017 - 8/17/2018
9001	8/18/2016 - 8/17/2017
9002	8/18/2016 - 8/17/2017
9101	8/18/2017 - 8/19/2018
9102	8/18/2017 - 8/19/2018

CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the base year are as follows:

8001-8003 8-18/2016 - 8/17/2017

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

8101-8103 8/18/2017 - 8/17/2018

8201-8203 8/18/2018 - 8/17/2019

8301-8303 8/18/2019 - 8/17/2020

8401-8403 8/18/2020 - 8/17/2021

Services to be performed hereunder will be provided at the locations specified in section 4 of the PWS.

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SECTION G CONTRACT ADMINISTRATION DATA

252.204-0002 LINE ITEM SPECIFIC: SEQUENTIAL ACRN ORDER. (SEP 2009)

The payment office shall make payment in sequential ACRN order within the line item, exhausting all funds in the previous ACRN before paying from the next ACRN using the following sequential order: Alpha/Alpha; Alpha/numeric; numeric/alpha; and numeric/numeric.

(End of clause)

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013)

(a) Definitions. As used in this clause—

Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.

Document type means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) Electronic invoicing. The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS [252.232-7003](#), Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall—

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb.mil/>.

(e) WAWF methods of document submission. Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) Document type. The Contractor shall use the following document type(s).

COMBO

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

Not Applicable

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

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Routing Data Table*

Field Name in WAWF	Data to be entered in WAWF
Pay Official DoDAAC	HQ0338
Issue By DoDAAC	N00189
Admin DoDAAC	N00189
Inspect By DoDAAC	
Ship To Code	
Ship From Code	
Mark For Code	
Service Approver (DoDAAC)	V4365A
Service Acceptor (DoDAAC)	V4365A
Accept at Other DoDAAC	
LPO DoDAAC	V4365A
DCAA Auditor DoDAAC	
Other DoDAAC(s)	N42073

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the e-mail address identified below in the "Send Additional Email Notifications" field of WAWF once a document is submitted in the system.

████████████████████
████████████████████
████████████████████

(g) WAWF point of contact.

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

___Not Applicable_____

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

(End of clause)

CONTRACT ADMINISTRATION APPOINTMENTS AND DUTIES

In order to expedite administration of this contract/order, the following delineation of duties is provided including the names, addresses and phone numbers for each individual or office as specified. The individual/position designated as having responsibility should be contacted for any questions, clarifications or information regarding the functions assigned.

1. PROCURING CONTRACTING OFFICER (PCO) is responsible for:

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No action shall be taken by the contractor under such direction until the Contracting Officer has issued a modification to the contract or, in the case of a delivery/task order, until the Ordering Officer has issued a modification of the delivery/task order; or until the issue has otherwise been resolved. **THE COR IS NOT AN ADMINISTRATIVE CONTRACTING OFFICER AND DOES NOT HAVE THE AUTHORITY TO DIRECT THE ACCOMPLISHMENT OF EFFORT WHICH IS BEYOND THE SCOPE OF THE STATEMENT OF WORK IN THE CONTRACT OR DELIVERY/TASK ORDER.**



Phone:

(End of text)

CONTRACT ADMINISTRATION PLAN (CAP) FOR FIXED PRICE CONTRACTS

In order to expedite the administration of this contract, the following delineation of duties is provided. The names, addresses and phone numbers for these offices or individuals are included elsewhere in the contract award document. The office or individual designated as having responsibility should be contacted for any questions, clarifications, or information regarding the administration function assigned.

1. The Procuring Contract Office (PCO) is responsible for:

- a. All pre-award duties such as solicitation, negotiation and award of contracts.
- b. Any information or questions during the pre-award stage of the procurement.
- c. Freedom of Information inquiries.
- d. Changes in contract terms and/or conditions.
- e. Post award conference.

2. The Contract Administration Office (CAO) is responsible for matters specified in the FAR 42.302 and DFARS 42.302 except those areas otherwise designated as the responsibility of the Contracting Officer Representative (COR)/Task Order Manager (TOM) or someone else herein.

3. The paying office is responsible for making payment of proper invoices after acceptance is documented.

4. The COR/TOM is responsible for interface with the contractor and performance of duties such as those set forth below. It is emphasized that only the PCO/CAO has the authority to modify the terms of the contract. In no event will any understanding, agreement, modification, change order, or other matter deviating from the terms of the basic contract between the contractor and any other person be effective or binding on the Government. If in the opinion of the contractor an effort outside the scope of the contract is requested, the contractor shall promptly notify the PCO in writing. No action may be taken by the contractor unless the PCO or CAO has issued a contractual change. The COR/TOM duties are as follows:

a. Technical Interface

(1) The COR/TOM is responsible for all Government technical interface concerning the contractor and furnishing technical instructions to the contractor. These instructions may include: technical advice/recommendations /clarifications of specific details relating to technical aspects of contract requirements; milestones to be met within

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the general terms of the contract or specific subtasks of the contract; or, any other interface of a technical nature necessary for the contractor to perform the work specified in the contract. The COR/TOM is the point of contact through whom the contractor can relay questions and problems of a technical nature to the PCO or CAO.

(2) The COR/TOM is prohibited from issuing any instruction which would constitute a contractual change. The COR/TOM shall not instruct the contractor how to perform. If there is any doubt whether technical instructions contemplated fall within the scope of work, contact the PCO or CAO for guidance before transmitting the instructions to the contractor.

b. Contract Surveillance

(1) The COR/TOM shall monitor the contractor's performance and progress under the contract. In performing contract surveillance duties, the COR/TOM should exercise extreme care to ensure that he/she does not cross the line of personal services. The COR/TOM must be able to distinguish between surveillance (which is proper and necessary) and supervision (which is not permitted). Surveillance becomes supervision when you go beyond enforcing the terms of the contract. If the contractor is directed to perform the contract services in a specific manner, the line is being crossed. In such a situation, the COR's/TOM's actions would be equivalent to using the contractor's personnel as if they were government employees and would constitute transforming the contract into one for personal services.

(2) The COR/TOM shall monitor contractor performance to see that inefficient or wasteful methods are not being used. If such practices are observed, the COR/TOM is responsible for taking reasonable and timely action to alert the contractor and the PCO or CAO to the situation.

(3) The COR/TOM will take timely action to alert the PCO to any potential performance problems. If performance schedule slippage is detected, the COR/TOM should determine the factors causing the delay and report them to the PCO or CAO, along with the contractor's proposed actions to eliminate or overcome these factors and recover the slippage. Once a recovery plan has been put in place, the COR/TOM is responsible for monitoring the recovery and keeping the PCO or CAO advised of progress.

(4) If the Contractor Performance Assessment Reporting System (CPARS) is applicable to the contract you are responsible for completing a Contractor Performance Assessment Report (CPAR) in the CPARS Automated Information System (AIS). The initial CPAR, under an eligible contract, must reflect evaluation of at least 180 days of contractor performance. The completed CPAR, including contractor comments if any, (NOTE: contractors are allowed 30 days to input their comments) should be available in the CPARS AIS for reviewing official (PCO or CAO) review no later than 270 days after start of contract performance. Subsequent CPARs covering any contract option periods should be ready at 1-year intervals thereafter.

c. Invoice Review and Approval/Inspection and Acceptance

(1) The COR/TOM is responsible for quality assurance of services performed and acceptance of the services or deliverables. The COR/TOM shall expeditiously review copies of the contractor's invoices or vouchers, certificate of performance and all other supporting documentation to determine the reasonableness of the billing. In making this determination, the COR/TOM must take into consideration all documentary information available and any information developed from personal observations.

(2) The COR/TOM must indicate either complete or partial concurrence with the contractor's invoice/voucher by executing the applicable certificate of performance furnished by the contractor. The COR/TOM must be cognizant of the invoicing procedures and prompt payment due dates detailed elsewhere in the contract.

(3) The COR/TOM will provide the PCO and the CAO with copies of acceptance documents such as Certificates of Performance.

(4) The COR/TOM shall work with the Contractor to obtain and execute a final invoice no more than 60 days after completion of contract performance. The COR/TOM shall ensure that the invoice is clearly marked as a "Final Invoice."

d. Contract Modifications. The COR/TOM is responsible for developing the statement of work for change orders or modifications and for preparing an independent government cost estimate of the effort described in the proposed statement of work.

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e. Administrative Duties

(1) The COR/TOM shall take appropriate action on technical correspondence pertaining to the contract and for maintaining files on each contract. This includes all modifications, government cost estimates, contractor invoices/vouchers, certificates of performance, DD 250 forms and contractor's status reports.

(2) The COR/TOM shall maintain files on all correspondence relating to contractor performance, whether satisfactory or unsatisfactory, and on trip reports for all government personnel visiting the contractor's place of business for the purpose of discussing the contract.

(3) The COR/TOM must take prompt action to provide the PCO or CAO with any contractor or technical code request for change, deviation or waiver, along with any supporting analysis or other required documentation.

f. Government Furnished Property. When government property is to be furnished to the contractor, the COR/TOM will take the necessary steps to insure that it is furnished in a timely fashion and in proper condition for use. The COR/TOM will maintain adequate records to ensure that property furnished is returned and/or that material has been consumed in the performance of work.

g. Security. The COR/TOM is responsible for ensuring that any applicable security requirements are strictly adhered to.

h. Standards of Conduct. The COR/TOM is responsible for reading and complying with all applicable agency standards of conduct and conflict of interest instructions.

i. Written Report/Contract Completion Statement.

(1) The COR/TOM is responsible for timely preparation and submission to the PCO or CAO, of a written, annual evaluation of the contractor's performance. The report shall be submitted within 30 days prior to the exercise of any contract option and 60 days after contract completion. The report shall include a written statement that services were received in accordance with the Contract terms and that the contract is now available for close-out. The report shall also include a statement as to the use made of any deliverables furnished by the contractor.

(2) If the Contractor Performance Assessment Reporting System (CPARS) is applicable to the contract you are responsible for completing a final Contractor Performance Assessment Report (CPAR) in the CPARS with 30 days of contract completion.

(3) The COR/TOM is responsible for providing necessary assistance to the Contracting Officer in performing Contract Close-out in accordance with FAR 4.804, Closeout of Contract Files.

5. The Technical Assistant (TA), if appointed, is responsible for providing routine administration and monitoring assistance to the COR/TOM. The TA does not have the authority to provide any technical direction or clarification to the contract. Duties that may be performed by the TA are as follows:

a. Identify contractor deficiencies to the COR/TOM.

b. Review contract deliverables, recommend acceptance/rejection, and provide the COR/TOM with documentation to support the recommendation.

c. Assist in preparing the final report on contractor performance for the applicable contract in accordance with the format and procedures prescribed by the COR/TOM.

d. Identify contract noncompliance with reporting requirements to the COR/TOM.

e. Review contractor status and progress reports, identify deficiencies to the COR/TOM, and provide the COR/TOM with recommendations regarding acceptance, rejection, and/or Government technical clarification requests.

f. Review invoices and provide the COR/TOM with recommendations to facilitate COR/TOM certification of the invoice.

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g. Provide the COR/TOM with timely input regarding technical clarifications for the statement of work, possible technical direction to provide the contractor, and recommend corrective actions.

h. Provide detailed written reports of any trip, meeting, or conversation to the COR/TOM subsequent to any interface between the TA and contractor.

Authorized Changes Only By The Contracting Officer (Jan 1992)

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

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

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

[REDACTED]
[REDACTED]
[REDACTED]

Accounting Data

SLINID	PR Number	Amount
[REDACTED]		
[REDACTED]		
MOD 01		
800101	N4027316RC011AD	[REDACTED]
LLA :		
AA 1761804 60CC 251 4582A W 060951 2D C011AD 40273637MNAQ		
800102	N4027316RC012AD	[REDACTED]
LLA :		
AB AA 1761806 60CC 251 4582A W 060951 2D C012AD 40273637MNVQ		
900101	N4027316RC011AD	[REDACTED]
LLA :		
AA 1761804 60CC 251 4582A W 060951 2D C011AD 40273637MNAQ		
900102	N4027316RC012AD	[REDACTED]
LLA :		
AB AA 1761806 60CC 251 4582A W 060951 2D C012AD 40273637MNVQ		
900201	N4027316RC011AD	[REDACTED]
LLA :		
AA 1761804 60CC 251 4582A W 060951 2D C011AD 40273637MNAQ		

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900202 N4027316RC012AD [REDACTED]
LLA :
AB AA 1761806 60CC 251 4582A W 060951 2D C012AD 40273637MNVQ

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

MOD 04

800103 N4027317RC030AD [REDACTED]
LLA :
AC 1771804 60CC 257 4582A W 060951 2D C030AD 40273735MNAP

[REDACTED]
[REDACTED]

MOD 05

810101 N4027317RC051AD [REDACTED]
LLA :
AD 1771804 60CC 257 4582A W 060951 2D C051AD 40273735MNAP

810102 N4027317RC052AD [REDACTED]
LLA :
AE 1771806 60CC 257 4582A W 060951 2D C052AD 40273735MNVF

910101 N4027317RC051AD [REDACTED]
LLA :
AD 1771804 60CC 257 4582A W 060951 2D C051AD 40273735MNAP

910102 N4027317RC052AD [REDACTED]
LLA :
AE 1771806 60CC 257 4582A W 060951 2D C052AD 40273735MNVF

910201 N4027317RC051AD [REDACTED]
LLA :
AD 1771804 60CC 257 4582A W 060951 2D C051AD 40273735MNAP

910202 N4027317RC052AD [REDACTED]
LLA :
AE 1771806 60CC 257 4582A W 060951 2D C052AD 40273735MNVF

[REDACTED]
[REDACTED]

MOD 06

810101 N4027317RC051AD [REDACTED]
LLA :
AD 1771804 60CC 257 4582A W 060951 2D C051AD 40273735MNAP

[REDACTED]
[REDACTED]

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SECTION H SPECIAL CONTRACT REQUIREMENTS

NOTIFICATION CONCERNING DETERMINATION OF SMALL BUSINESS SIZE STATUS

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

(end of text)

5252.204-9400 Contractor Unclassified Access to Federally Controlled Facilities, Sensitive Information, Information Technology (IT) Systems or Protected Health Information

Homeland Security Presidential Directive (HSPD)-12, requires government agencies to develop and implement Federal security standards for Federal employees and contractors. The Deputy Secretary of Defense Directive-Type Memorandum (DTM) 08-006 – “DoD Implementation of Homeland Security Presidential Directive – 12 (HSPD-12)” dated November 26, 2008 (or its subsequent DoD instruction) directs implementation of HSPD-12.

This clause is in accordance with HSPD-12 and its implementing directives.

APPLICABILITY

This clause applies to contractor employees requiring physical access to any area of a federally controlled base, facility or activity and/or requiring access to a DoN or DoD computer/network/system to perform certain unclassified sensitive duties. This clause also applies to contractor employees who access Privacy Act and Protected Health Information, provide support associated with fiduciary duties, or perform duties that have been identified by DON as National Security Position, as advised by the command security manager. It is the responsibility of the responsible security officer of the command/facility where the work is performed to ensure compliance.

Each contractor employee providing services at a Navy Command under this contract is required to obtain a Department of Defense Common Access Card (DoD CAC). Additionally, depending on the level of computer/network access, the contract employee will require a successful investigation as detailed below.

ACCESS TO FEDERAL FACILITIES

Per HSPD-12 and implementing guidance, all contractor employees working at a federally controlled base, facility or activity under this clause will require a DoD CAC. When access to a base, facility or activity is required contractor employees shall in-process with the Navy Command’s Security Manager upon arrival to the Navy Command and shall out-process prior to their departure at the completion of the individual’s performance under the contract.

ACCESS TO DOD IT SYSTEMS

In accordance with SECNAV M-5510.30, contractor employees who require access to DoN or DoD networks are categorized as IT-I, IT-II, or IT-III. The IT-II level, defined in detail in SECNAV M-5510.30, includes positions which require access to information protected under the Privacy Act, to include Protected Health Information (PHI).

All contractor employees under this contract who require access to Privacy Act protected information are therefore categorized no lower than IT-II. IT Levels are determined by the requiring activity’s Command Information Assurance Manager. Contractor employees requiring privileged or IT-I level access, (when specified by the terms of the contract)

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require a Single Scope Background Investigation (SSBI) which is a higher level investigation than the National Agency Check with Law and Credit (NACLC) described below. Due to the privileged system access, a SSBI suitable for High Risk public trusts positions is required. Individuals who have access to system control, monitoring, or administration functions (e.g. system administrator, database administrator) require training and certification to Information Assurance Technical Level 1, and must be trained and certified on the Operating System or Computing Environment they are required to maintain. Access to sensitive IT systems is contingent upon a favorably adjudicated background investigation. When access to IT systems is required for performance of the contractor employee's duties, such employees shall in-process with the Navy Command's Security Manager and Information Assurance Manager upon arrival to the Navy command and shall out-process prior to their departure at the completion of the individual's performance under the contract. Completion and approval of a System Authorization Access Request Navy (SAAR-N) form is required for all individuals accessing Navy Information Technology resources. The decision to authorize access to a government IT system/network is inherently governmental. The contractor supervisor is not authorized to sign the SAAR-N; therefore, the government employee with knowledge of the system/network access required or the COR shall sign the SAAR-N as the "supervisor".

The SAAR-N shall be forwarded to the Navy Command's Security Manager at least 30 days prior to the individual's start date. Failure to provide the required documentation at least 30 days prior to the individual's start date may result in delaying the individual's start date. When required to maintain access to required IT systems or networks, the contractor shall ensure that all employees requiring access complete annual Information Assurance (IA) training, and maintain a current requisite background investigation. The Contractor's Security Representative shall contact the Command Security Manager for guidance when reinvestigations are required.

INTERIM ACCESS

The Navy Command's Security Manager may authorize issuance of a DoD CAC and interim access to a DoN or DoD unclassified computer/network upon a favorable review of the investigative questionnaire and advance favorable fingerprint results. When the results of the investigation are received and a favorable determination is not made, the contractor employee working on the contract under interim access will be denied access to the computer network and this denial will not relieve the contractor of his/her responsibility to perform.

DENIAL OR TERMINATION OF ACCESS

The potential consequences of any requirement under this clause including denial or termination of physical or system access in no way relieves the contractor from the requirement to execute performance under the contract within the timeframes specified in the contract. Contractors shall plan ahead in processing their employees and subcontractor employees. The contractor shall insert this clause in all subcontracts when the subcontractor is permitted to have unclassified access to a federally controlled facility, federally-controlled information system/network and/or to government information, meaning information not authorized for public release.

CONTRACTOR'S SECURITY REPRESENTATIVE

The contractor shall designate an employee to serve as the Contractor's Security Representative. Within three work days after contract award, the contractor shall provide to the requiring activity's Security Manager and the Contracting Officer, in writing, the name, title, address and phone number for the Contractor's Security Representative. The Contractor's Security Representative shall be the primary point of contact on any security matter. The Contractor's Security Representative shall not be replaced or removed without prior notice to the Contracting Officer and Command Security Manager.

BACKGROUND INVESTIGATION REQUIREMENTS AND SECURITY APPROVAL PROCESS FOR

CONTRACTORS ASSIGNED TO NATIONAL SECURITY POSITIONS OR PERFORMING

SENSITIVE DUTIES

Navy security policy requires that all positions be given a sensitivity value based on level of risk factors to ensure appropriate protective measures are applied. Navy recognizes contractor employees under this contract as Non-Critical

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Sensitive [ADP/IT-II] when the contract scope of work require physical access to a federally controlled base, facility or activity and/or requiring access to a DoD computer/network, to perform unclassified sensitive duties.

This designation is also applied to contractor employees who access Privacy Act and Protected Health Information (PHI), provide support associated with fiduciary duties, or perform duties that have been identified by DON as National Security Positions. At a minimum, each contractor employee must be a US citizen and have a favorably completed NACLCL to obtain a favorable determination for assignment to a non-critical sensitive or IT-II position. The NACLCL consists of a standard NAC and a FBI fingerprint check plus law enforcement checks and credit check.

Each contractor employee filling a non-critical sensitive or IT-II position is required to complete:

- SF-86 Questionnaire for National Security Positions (or equivalent OPM investigative product)
- Two FD-258 Applicant Fingerprint Cards (or an electronic fingerprint submission)
- Original Signed Release Statements

Failure to provide the required documentation at least 30 days prior to the individual's start date shall result in delaying the individual's start date. Background investigations shall be reinitiated as required to ensure investigations remain current (not older than 10 years) throughout the contract performance period. The Contractor's Security Representative shall contact the Command Security Manager for guidance when reinvestigations are required. Regardless of their duties or IT access requirements ALL contractor employees shall in-process with the Navy Command's Security Manager upon arrival to the Navy command and shall out-process prior to their departure at the completion of the individual's performance under the contract. Employees requiring IT access shall also check-in and check-out with the Navy Command's Information Assurance Manager. Completion and approval of a System Authorization Access Request Navy (SAAR-N) form is required for all individuals accessing Navy Information Technology resources. The SAAR-N shall be forwarded to the Navy Command's Security Manager at least 30 days prior to the individual's start date. Failure to provide the required documentation at least 30 days prior to the individual's start date shall result in delaying the individual's start date. The contractor shall ensure that each contract employee requiring access to IT systems or networks complete annual Information Assurance (IA) training, and maintain a current requisite background investigation. Contractor employees shall accurately complete the required investigative forms prior to submission to the Navy Command Security Manager. The Navy Command's Security Manager will review the submitted documentation for completeness prior to submitting it to the Office of Personnel Management (OPM). Suitability/security issues identified by the Navy may render the contractor employee ineligible for the assignment. An unfavorable determination made by the Navy is final (subject to SF-86 appeal procedures) and such a determination does not relieve the contractor from meeting any contractual obligation under the contract. The Navy Command's Security Manager will forward the required forms to OPM for processing. Once the investigation is complete, the results will be forwarded by OPM to the DON Central Adjudication Facility (CAF) for a determination. If the contractor employee already possesses a current favorably adjudicated investigation, the contractor shall submit a Visit Authorization Request (VAR) via the Joint Personnel Adjudication System (JPAS) or a hard copy VAR directly from the contractor's Security Representative. Although the contractor will take JPAS "Owning" role over the contractor employee, the Navy Command will take JPAS "Servicing" role over the contractor employee during the hiring process and for the duration of assignment under that contract. The contractor shall include the IT Position Category per SECNAV M-5510.30 for each employee designated on a VAR. The VAR requires annual renewal for the duration of the employee's performance under the contract.

BACKGROUND INVESTIGATION REQUIREMENTS AND SECURITY APPROVAL PROCESS FOR CONTRACTORS ASSIGNED TO OR PERFORMING NON-SENSITIVE DUTIES

Contractor employee whose work is unclassified and non-sensitive (e.g., performing certain duties such as lawn maintenance, vendor services, etc ...) and who require physical access to publicly accessible areas to perform those duties shall meet the following minimum requirements:

Must be either a US citizen or a US permanent resident with a minimum of 3 years legal residency in the United States (as required by The Deputy Secretary of Defense DTM 08-006 or its subsequent DoD instruction) and Must have a

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favorably completed National Agency Check with Written Inquiries (NACI) including a FBI fingerprint check prior to installation access. To be considered for a favorable trustworthiness determination, the Contractor's Security Representative must submit for all employees each of the following:

SF-85 Questionnaire for Non-Sensitive Positions

Two FD-258 Applicant Fingerprint Cards (or an electronic fingerprint submission)

Original Signed Release Statements

The contractor shall ensure each individual employee has a current favorably completed National Agency Check with Written Inquiries (NACI) or ensure successful FBI fingerprint results have been gained and investigation has been processed with OPM. Failure to provide the required documentation at least 30 days prior to the individual's start date may result in delaying the individual's start date.

* Consult with your Command Security Manager and Information Assurance Manager for local policy when IT-III (non-sensitive) access is required for non-US citizens outside the United States.

(End of text)

PERSONNEL REQUIREMENTS

(A) Certain skilled experienced professional and/or technical personnel are essential for successful contractor accomplishment of the work to be performed under this contract. Key Personnel are those persons whose credentials were submitted for evaluation of the proposal. The contractor agrees that such personnel shall not be removed from the contract work or replaced without immediately notifying the Contracting Officer; and shall, subject to the concurrence of the Contracting Officer or his authorized representative, promptly replace such personnel with personnel of at least substantially equal ability and qualifications.

(B) All requests for approval of substitutions of personnel hereunder must be in writing and provide a detailed explanation of the circumstances necessitating the proposed substitutions. The Government retains the right to request a complete resume for the proposed substitute, and any other information requested by the Contracting Officer or needed to approve or disapprove the proposed substitution. The Contracting Officer or his authorized representative will evaluate such requests and promptly notify the contractor of his approval or disapproval thereof in writing.

REVIEW OF AGENCY PROTESTS

The contracting activity, Fleet Logistics Center Norfolk (FLCN) will process agency protests in accordance with the requirements set forth in FAR 33.103(d). Pursuant to FAR 33.103(d) (4), agency protests may be filed directly with the appropriate reviewing authority; or, a protester may appeal a decision rendered by a Contracting Officer to the reviewing authority. The reviewing authority for NAVSUP FLC N is the Director, Regional Contracts Department, Fleet Logistics Center Norfolk, Norfolk, VA. Agency procurement protests should clearly identify the initial adjudicating official, i.e., the "Contracting Officer" or "Reviewing Official". Offerors should note this review of the Contracting Officer's decision will not extend GAO's timeliness requirements. Therefore, any subsequent protest to GAO must be filed within 10 days of knowledge of initial adverse agency action.

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SECTION I CONTRACT CLAUSES

CLAUSES INCORPORATED BY REFERENCE

- 52.205-19 Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements or Statements (Jan 2017)
- 52.217-4 Evaluation of Options (JUL 1990)
- 52.219-6 Status of Trade Show Business Set Aside (NOV 2011)
- 52.219-13 Status of the Act of Orders (NOV 2011)
- 52.219-14 Limitation on Subcontracting (NOV 2011)
- 52.222-17 Non-discrimination of Qualified Workers (MAY 2014)
- 52.222-41 Service Contract Act of 1965 (MAY 2014)
- 52.222-43 Fair Labor Standards Act Price Adjustment (MAY 2014)
- 52.222-45 Minimum Wages Under Executive Order 13658 (DEC 2015)
- 52.225-99 (DoD) Establishing a Minimum Wage For Contractors (Revision 2014-00017) (JUN 2014)
- 52.225-18 Availability of Funds (APR 1984)
- 52.225-14 Disposal (MAY 2014)
- 52.245-4 Government Property (APR 2012)
- 52.245-9 Use and Charges (APR 2012)
- 252.201-7000 Contracting Officer's representative (DEC 1991)
- 252.204-7012 Subpending Covered Defense Information and Cyber Incident Reporting (DEC 2015)
- 252.204-7015 Disclosure of Information to Employee Support Contractors (FEB 2014)
- 252.211-7007 Reporting of Government Furnished Property (AUG 2012)
- 252.215-7008 Only One Offer (OCT 2013)
- 252.222-7002 Compliance With Local Labor Laws (Overseas) (JUN 1997)
- 252.225-7004 Correspondence in English (JUN 1997)
- 252.225-7002 Authentication to Platform (APR 2003)
- 252.225-7001 Authentication to Platform Policy for Defense Contractors Outside the US
- 252.225-7991 Prohibition on Providing Funds to the Enemy (Dec 2015-00016) (SEP 2015)
- 252.225-7980 Contractor Personnel Performing in the United States Africa Command Area of Responsibility
- 252.225-7989 Requirements for Contractor Personnel Performing in Djibouti (Dec 2014-00005) (Jan 2014)
- 252.225-7995 Contractor Personnel Performing in the USCENTCOM AOR (Dec 2015-00009) (JAN 2015)
- 252.232-7007 Limitation of Government's Obligation (APR 2014)
- 252.245-7000 Tagging, Labeling, and Marking of Government Furnished Property (APR 2012)
- 252.245-7002 Reporting Loss of Government Property (APR 2012)
- 252.245-7003 Contractor Property Management System Administration (APR 2012)
- 252.245-7004 Requiring, Reutilization, and Disposal (MAR 2013)

CLAUSES INCORPORATED BY FULL TEXT

52.217-6 - Option to Award Services (NOV 1999)
The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within fourteen (14) days of contract expiration.
(End of clause)

52.217-9 - Option to Extend The Term of The Contract (MAR 2008)
(a) The Government may extend the term of this contract by written notice to the Contractor within 7 days prior to completion of the base period, provided that the Government gives the Contractor a preliminary written notice of intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.
(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.
(c) The total duration of this contract, including the exercise of any option under this clause, shall not exceed the months.
(End of clause)

52.222-42 Statement of Equalization Rates for Paid Hours (May 2014)
In compliance with the Service Contract Labor Standards statute and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5352. The Statement is for Information Only:
1) in all: Wage Determination
Employee Class—Minimum Wage – Fringe Benefits
Electrician (Level IV Technician) - GS-11
Welder (Level IV Technician) - GS-11
Quality Assurance/NST Inspector - GS-09
Bus Mechanic (Level IV Technician) - GS-11
Bus Mechanic (Level III Technician) - GS-09
CBSE Mechanic (Level IV Technician) - GS-11
CBSE Mechanic (Level III Technician) - GS-09
Legislation - GS-09
(End of Clause)

52.225-18 ENCOURAGING CONTRACTOR POLICIES TO BAN TEXT MESSAGING WHILE DRIVING (AUG 2013)

(a) Definitions. As used in this clause--
Driving--
(1) Means operating a motor vehicle on an active roadway with the motor running, including while temporarily stationary because of traffic, a traffic light, stop sign, or otherwise.
(2) Does not include operating a motor vehicle with or without the motor running when the motor is pulled over to the side of, or off, an active roadway and has halted in a location where one can safely remain stationary.
(b) The Contractor shall notify employees that the prohibition and restriction of any internal confidentially agreement covering the use of any other form of electronic data retrieval or electronic data communication. This does not include placing or installing a navigational device that is secured in a commercially designed holder affixed to the vehicle, provided that the destination and route are programmed into the device either before driving or while stopped at a location off the roadway where it is safe and legal to park.
(c) This clause implements Executive Order 13133, Federal Leadership on Reducing Text Messaging while Driving, dated October 1, 2009.
(d) The Contractor is encouraged to--
(1) Adopt and enforce policies that ban text messaging while driving--
(i) Company owned or -leased vehicles or Government-owned vehicles; or
(ii) Privately-owned vehicles when on official Government business or when performing any work for or on behalf of the Government.
(2) Conduct initiatives in a manner commensurate with the size of the business, such as--
(i) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
(ii) Education, awareness, and other outreach to employees about the safety risks associated with using mobile devices.
(e) Substances. The Contractor shall insert the substance of this clause, including this paragraph (d), in all solicitations that record the micro-purchase threshold.
(End of clause)

252.203-7000 Representative Rating in Compensation of Former DED Officials (NOV 2011)

(a) Definition. Covered DED official is defined in the clause at 252.201-7001, Covered Defense Information and Cyber Incident Reporting. shall be implemented for covered defense information on all covered contractor information systems that support the performance of this contract.
(b) By submission of this offer, the offeror represents to the best of its knowledge and belief, that all covered DED officials employed by or otherwise receiving compensation from the offeror, and who are expected to undertake activities on behalf of the offeror for any resulting contract, are presently in compliance with all post employment restrictions covered by 18 U.S.C. 2101-2107, and 5 CFR parts 2637 and 2641, including Federal Acquisition Regulation 1.104-2.
(End of Provision)

252.203-7999 PROHIBITION ON CONTRACTING WITH ENTITIES THAT REQUIRE CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS (DECEMBER 2015)

(a) The Contractor shall not require employees or subcontractors working to report fraud, waste, or abuse to sign a confidentiality agreement or statement prohibiting or otherwise restricting the disclosure of information from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
(b) The Contractor shall not require employees or subcontractors working to report fraud, waste, or abuse to sign a confidentiality agreement covering the use of any other form of electronic data retrieval or electronic data communication.
(c) The Contractor is encouraged to--
(1) Adopt and enforce policies that ban text messaging while driving--
(i) Company owned or -leased vehicles or Government-owned vehicles; or
(ii) Privately-owned vehicles when on official Government business or when performing any work for or on behalf of the Government.
(2) Conduct initiatives in a manner commensurate with the size of the business, such as--
(i) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
(ii) Education, awareness, and other outreach to employees about the safety risks associated with using mobile devices.
(d) Substances. The Contractor shall insert the substance of this clause, including this paragraph (d), in all solicitations that record the micro-purchase threshold.
(End of clause)

252.204-7000 Compliance With Subpending Covered Defense Information Controls (DEC 2015)

(a) Definition. As used in this provision--
Covered technical information, covered contractor information system, and covered defense information defined in clause 252.204-7012, Subpending Covered Defense Information and Cyber Incident Reporting.
(b) The security requirements required by contract clause 252.204-7012, Covered Defense Information and Cyber Incident Reporting, shall be implemented for covered defense information on all covered contractor information systems that support the performance of this contract.
(c) For covered contractor information systems that are not part of an information security program (IT) system or system operated on behalf of the Government (see 252.204-7012(b)(3)).
(d) By submission of this offer, the offeror represents to the best of its knowledge and belief, that all covered DED officials employed by or otherwise receiving compensation from the offeror, and who are expected to undertake activities on behalf of the offeror for any resulting contract, are presently in compliance with all post employment restrictions covered by 18 U.S.C. 2101-2107, and 5 CFR parts 2637 and 2641, including Federal Acquisition Regulation 1.104-2.
(e) If the offeror proposes to vary from any of the security requirements specified by NST SP 800-171 this is an offer at the time the solicitation is issued or as authorized by the Contracting Officer, the offeror shall submit to the Contracting Officer, for consideration by the DED Chief Information Officer (CIO), a written explanation of--
(A) Why a particular security requirement is not applicable; or
(B) How an alternative but equally effective, security measure is used to compensate for the inability to satisfy a particular requirement and achieve equivalent protection.
(f) An affidavit representation of the DED CIO will indicate offeror request to vary from NST SP 800-171 requirements in writing prior to contract award. Any accepted variance from NST SP 800-171 shall be incorporated into the resulting contract.
(End of provision)

252.225-7007 LIMITATION OF GOVERNMENTS OBLIGATION (APR 2014)

(a) Contract Item Items **918E, 918F, & 918J** are incrementally funded. For contract item items **918E, 918F, & 918J** the sum of **\$2,967,972.00** of the total price is presently available for payment and allotted to this contract. An allotment schedule is set forth in paragraph (j) of this clause.
(b) For items identified in paragraph (i) of this clause, the Contractor agrees to perform to the point in which the total amount payable by the Government, including milestone payment in the event of termination of these items) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those items) regardless of anything to the contrary in the clause entitled "TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT". As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line items) is the contract amount less costs, profit and estimated administrative overhead costs for those items).
(c) Notwithstanding the dates specified in the allotment schedule a paragraph (i) of this clause, the Contractor shall notify the Contracting Officer in writing no later than sixty days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government for the termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to complete performance of applicable line items to the next scheduled date for disbursement of funds identified in paragraph (i) of this clause, or a rationale against such submission. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the final performance of the item(s) funded pursuant to the contract, for subsequent period or any specified in the allotment schedule a paragraph (i) of this clause, or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by the termination date, the Contractor will terminate any amount for which additional funds have not been allotted, pursuant to the clause of the contract entitled "TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT".
(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (i) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provision of paragraph (b) through (i) of this clause will apply to the manner to the additional allotted funds and agreed allotment date, and the contract will be modified accordingly.
(e) If, to the extent of funds of the Government are not additional funds, by the dates indicated above, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (i) of this clause, the Contractor agrees additional costs or is delayed in the performance of the work under the contract and additional funds are allotted, an equitable adjustment will be made in the price or rates (including appropriate surge, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Parties to agree to any such equitable adjustment hereunder will be a dispute concerning the amount of the adjustment. Nothing in this clause shall constitute an admission of responsibility for the contractor's failure to perform.
(f) The termination provision of this clause is not the rights of the Government under the clause entitled "REPAUSE". The provisions of this clause are limited to work allotment funds for the contract line item(s) in both paragraphs (i) of this clause. This clause in no manner affects the contract if fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments requested under paragraph (i) of this clause.
(g) Nothing in this clause affects the right of the Government in this contract pursuant to the clause of this contract entitled "TERMINATION FOR CONVENIENCE OF THE GOVERNMENT".
(h) Nothing in this clause shall be considered an authorization of voluntary services whose acceptance is otherwise prohibited under 5 U.S.C. 1342.
(i) The parties recognize that the Government will allow funds to this contract in accordance with the following schedule:
On execution of this award: \$2,967,972.00
The remainder of funds for CLIN 918J is anticipated to be funded on or before Jan 17, 2018 - \$1,838,310.00
(End of clause)

PROHIBITIVE CONTRACTOR RESPONSIBILITY

In accordance with Federal Acquisition Regulation (FAR) Part 9, the Contracting Officer shall award contracts only to responsible contractors. No purchase or award shall be made unless the contractor has taken an affirmative determination of responsibility.
To be determined responsible, a prospective contractor must have adequate financial resources to perform the contract, or the ability to obtain them. The Contracting Officer shall require acceptable evidence of the prospective contractor's current credit rating status, as well as the ability to obtain required revenue of the contract award, in regard to resources, the contractor must be prepared to present acceptable evidence of education, commitment or explicit management that will be honored at the time of contract award, to non-payment, or otherwise require the needed facilities, equipment, services, materials, other resources, or personnel. Consideration of a prospective contractor's compliance with limitations on subcontracting shall be taken into account for the time period covered by the contract base period or optional, plus option periods or extensions, such options are considered when evaluating the offer for award.
Pursuant to FAR 9.1-4.4, the Contracting Officer reserves the right to request adequate evidence of the ability of the contractor to perform the contract to responsible, and the contractor's responsibility on the part of any prospective subcontractor.
In the absence of information that indicates that the prospective contractor is responsible, the Contracting Officer shall make a determination of non-responsibility.
A contractor is responsible, all other matter, as part of the request proposal, the following:
(1) Company's Financial Statement which includes Balance Sheet and Income Statement; and
(2) Point of Contact from their Bank or any financial institution with which they transact business.
(End of provision)

52.224-9100 Antidrift Change Only By The Contracting Officer (Jan 1992)

(a) Except as specified in paragraph (b) below, no order, statement, or contract of Government personnel who visit the Contractor's facilities or in any other manner communicate with Contractor personnel during the performance of this contract shall constitute a change under the "Change" clause of this contract.
(b) The Contractor may not accept any order, statement, or contract of Government personnel unless it is issued in writing and signed by the Contracting Officer, or is prepared to specific authority otherwise included as a part of this contract.
(c) The Contracting Officer is the only person authorized to approve changes in any of the requirements of this contract and notwithstanding provisions contained elsewhere in this contract, the total authority remains solely with the Contracting Officer. In the event the Contractor offers any change at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in charges incurred as a result thereof. The address and telephone number of the Contracting Officer is:
NAME: Jill H. Janczyk

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ADDRESS: NAVAIR Fleet Logistics Center (FLC) 3366th
90th Logistics Group, Suite 900
Norfolk, VA 23511-3702
TEL: (757) 445-1229
EMAIL: flc@navair.navy.mil

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STATUS OF FORCES AGREEMENT
It is the contractor's responsibility to review, understand, and comply with all SCSA and country specific requirements applicable to this contract.

SCSA status defines the benefits received by the contractor and/or the contractor's dependents. These benefits include, but are not limited to, commissary, postal, military banking privileges, on-base education and access to United States military medical facilities. The SCSA status usually defines the prosecution for criminal offenses in the USG OCONUS court system and laws as opposed to the Host Nation judicial system and laws but that will vary by location.

The resultant contract will have performance locations in OCONUS locations as detailed in the Performance Work Statement. Additional information on traveling outside of the United States can be found by accessing the Foreign Clearance Guide located at <http://www.fcg.pentagon.mil/hq.cfm> and the respective Area of Responsibility (AOR) Geographic Combatant Command (GCC) webpage located at http://www.acq.mil/opa/oc/area_of_responsibility.html.

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SECTION J LIST OF ATTACHMENTS