

**ORDER FOR SUPPLIES OR SERVICES (FINAL)**

1. CONTRACT NO. N00178-05-D-4328				2. DELIVERY ORDER NO. MUT3		3. EFFECTIVE DATE 2009 Jun 08		4. PURCH REQUEST NO. M00264-09-NR-55132		5. PRIORITY Unrated	
6. ISSUED BY RCO Quantico 3250 Catlin Ave Quantico VA 22134-5001			CODE M00264	7. ADMINISTERED BY DCMA SOUTHERN VIRGINIA 2000 Enterprise Parkway, Suite 200 Hampton VA 23666				CODE S5111A	8. DELIVERY FOB DESTINATION OTHER (See Schedule if other)		
9. CONTRACTOR Flatter Associates 16 Center Street, Suite 201 Stafford VA 22556-8906			CODE IYYU3	FACILITY 034096466		10. DELIVER TO FOB POINT BY (Date) See Schedule			11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED		
12. DISCOUNT TERMS Net 30 Days WIDE AREA WORK FLOW			13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Section G								
14. SHIP TO See Section D			CODE	15. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264				CODE HQ0338	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.		
16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract.								
PURCHASE	Reference your _____ furnish the following on terms specified herein.										
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.											
Flatter Associates			Tom Baker SVP, Operations								
NAME OF CONTRACTOR			SIGNATURE			TYPED NAME AND TITLE			DATE SIGNED (YYYYMMDD)		
If this box is marked, supplier must sign Acceptance and return the following number of copies:											
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Schedule											
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES				20. QUANTITY ORDERED/ ACCEPTED *	21. UNIT	22. UNIT PRICE		23. AMOUNT		
	See Schedule										
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				24. UNITED STATES OF AMERICA  BY: /s/Tammy D Lopez				25. TOTAL			
								26. DIFFERENCES			
27a. QUANTITY IN COLUMN 20 HAS BEEN											
INSPECTED	RECEIVED	ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:									
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE					c. DATE		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE					28. SHIP NO.		29. D.O. VOUCHER NO.		30. INITIALS		
f. TELEPHONE					g. E-MAIL ADDRESS		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR		
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.					31. PAYMENT COMPLETE		34. CHECK NUMBER				
a. DATE		b. SIGNATURE AND TITLE OF CERTIFYING OFFICER			31. PAYMENT PARTIAL		35. BILL OF LADING NO.				
					FULL						
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED		40. TOTAL CONTAINERS		41. S/R ACCOUNT NUMBER		42. S/R VOUCHER NO.	

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## GENERAL INFORMATION

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**SECTION B SUPPLIES OR SERVICES AND PRICES**

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	Supplies/Services	Qty	Unit	Unit Price	Total Price
2000	BASE YEAR Contractor Support In Accordance With the attached Statement of work.				[REDACTED]
2000AA	Funding for Clin 2000 (O&MN,N)	1.0	EA	[REDACTED]	[REDACTED]

For ODC Items:

Item	Supplies/Services	Qty	Unit	Est. Cost
3000	BASE YEAR ODCs and TRAVEL			[REDACTED]
3000AA	FUNDING FOR ODCs (O&MN,N)	1.0	EA	[REDACTED]
3000AB	FUNDING FOR TRAVEL (O&MN,N)	1.0	EA	[REDACTED]

For FFP Items:

Item	Supplies/Services	Qty	Unit	Unit Price	Total Price
5000	OPTION YEAR 1 Contractor Support In Accordance With the attached Statement of work.				[REDACTED]
5000AA	Funding for Clin 5000 (O&MN,N) Option	1.0	EA	[REDACTED]	[REDACTED]
5001	OPTION YEAR 2 Contractor Support In Accordance With the attached Statement of work.				[REDACTED]
5001AA	Funding for Clin 5001 (O&MN,N) Option	1.0	LH	[REDACTED]	[REDACTED]

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5002 OPTION YEAR 3  
Contractor  
Support In  
Accordance With  
the attached  
Statement of  
work.

5002AA FUNDING FOR CLIN 1.0 EA  
5002 (O&MN,N)  
Option

5003 OPTION YEAR 4  
Contractor  
Support In  
Accordance With  
the attached  
Statement of  
work.

5003AA FUNDING FOR CLIN 1.0 EA  
5003 (O&MN,N)  
Option

For ODC Items:

Item	Supplies/Services	Qty	Unit	Est. Cost
6000	OPTION YEAR 1 ODCs and TRAVEL			
6000AA	FUNDING FOR ODCs (O&MN,N) Option	1.0	LH	
6000AB	FUNDING FOR TRAVEL (O&MN,N) Option	1.0	LH	
6001	OPTION YEAR 2 ODCs and TRAVEL			
6001AA	FUNDING FOR ODCs (O&MN,N) Option	1.0	LH	
6001AB	FUNDING FOR TRAVEL (O&MN,N) Option	1.0	LH	
6002	OPTION YEAR 3 ODCs and TRAVEL			
6002AA	FUNDING FOR ODCs (O&MN,N) Option	1.0	LH	
6002AB	FUNDING FOR TRAVEL (O&MN,N) Option	1.0	LH	
6003	OPTION YEAR 4			

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ODCs and TRAVEL

6003AA FUNDING FOR ODCs  
(O&MN,N)  
Option

1.0 LH



6003AB FUNDING FOR  
TRAVEL (O&MN,N)  
Option

1.0 LH



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## SECTION C DESCRIPTIONS AND SPECIFICATIONS

### STATEMENT OF WORK (SOW)

For the

#### Command and Control Training and Education Center of Excellence (C2 TECOE)

**1. Background.** The C2 TECOE serves as the central Marine Corps agency for C2 training and education issues within the Doctrine, Organization, Training, Materiel, Leadership and Education, Personnel, Facilities (DOTMLPF) process in order to harmonize the art and science of Marine Air-Ground Task Force (MAGTF) C2 training and education requirements from the individual Marine through all levels of MAGTF commanders and their staffs, and training organizations located throughout the Marine Corps.

a. C2 TECOE is organized to include a Curriculum Development Branch, a Futures Branch, an Operations Branch, an Information Management/Combat Operations Center (IM/COC) Branch and an Administrative, Budget, and Acquisition Support Section.

1) Curriculum Development Branch: The Curriculum Development Branch includes the following sections: Period of Instruction (POI) Development, Training and Readiness, System Configuration, and the Distance Learning/ Virtual MAGTF Integrated Systems Training Center (MISTC) section. The Curriculum Development Branch as a whole develops, instructs and maintains the POI course work used at all MAGTF Integrated Systems Training Centers (MISTCs) located throughout the Operating Forces, and supports National Capital Region (NCR) Marines, and the Marine Corps University (MCU) training events as required. POI development supports current C2 systems of record, and those resulting from the Urgent Universal Needs Statement process. All POI's are developed employing the Systems Approach to Training (SAT) process contained in the Marine Corps SAT manual. Additionally, the Curriculum Development Branch supports graphics design, web design and development as well as collaborative tool POI development.

2) Future Plans Branch: The Futures Branch coordinates future C2 system training plans and requirements with Headquarters Marine Corps (HQMC) agencies; Marine Corps Combat Development Command (MCCDC) agencies to include C2 Integrations Division (C2ID), Doctrine Branch, the Fires Integration Division, the Logistics Integration Division, Ground Maneuver Integration Division, and the Studies and Analysis Division. This Branch works extensively with Marine Corps Systems Command (MCSC) C2 systems Project Officers on equipment fielding and training plans, and also works extensively on Program Objective Memorandum (POM) budgeting issues throughout MCCDC and Training and Education Command (TECOM).

3) Operations Branch: The Operations Branch includes oversight of current C2 TECOE operations as it pertains to the scheduling and training support provided by each MISTC located at Camp Lejeune, NC; Camp Pendleton, CA; Okinawa, Japan; 29 Palms, and in support of Marine Corps University, Quantico, VA.

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4) Information Management, Combat Operations Center (IM/COC) Branch: The IM/COC Branch is responsible for the installation, configuration, operation, and maintenance of all C2 TECOE C2 systems to Command and Control Personal Computer (C2PC)/Joint Tactical COP Workstation (JTCW), Intelligence Operations Workstation (IOW), Intelligence Operations Sever (IOS), versions 1 and 2 (V1 and V2), Advanced Field Artillery Tactical Data System (AFATDS), Joint Battle Viewer (JBV), COC, video teleconferencing (VTC) equipment, and the associated servers that these systems utilize. This branch is also responsible for researching and providing software and hardware updates for C2 TECOE and each of the supported MISTCs. With respect to training, the IM/COC Branch is responsible for COC training and COC POI lead for the C2 TECOE and will work with the MISTC COC Specialists regarding all COC training issues

5) Administrative, Budget and Logistics Section: The Administrative, Budget, and Logistics Section coordinates all administrative support, procurement and acquisition initiatives, travel arrangements, and supply inventory control, fiscal responsibilities in support of the C2 TECOE mission.

**2. Scope of Work.** The C2 TECOE requires contractor support to provide research, analysis, evaluation, and documentation development in support of its mission.

### **3. Tasks**

a. The contractor shall provide C2 systems project management and technical support to the following “branches” of C2 TECOE: the Curriculum Development Branch, the IM/COC Branch, the Operations Branch and Futures Branch of C2 TECOE. The Branch Head in each branch will coordinate all project deliverables, reviews, and deliverable submission dates with the contractor. The COR will maintain continuous, daily over sight on all project schedules and the status of all deliverables. The support shall include the following:

#### **b. In Support of the Curriculum Development, IM/COC, and Operations Branch:**

1) Perform research and analysis to support TECOM representation at DoD, Joint and Inter-Service meetings related to C2 systems training at the MISTCs. Examples include committee and Integrated Product Teams (IPTs) membership in support of the C2 TECOE training mission.

2) Analyze curriculum and develop a plan to address and fulfill C2 training deficiencies ensuring input from multiple sources (formal and informal schools and the operating forces in the form of lessons learned and after action reports).

3) Coordinate the input of C2 TECOE POIs into the Marine Corps Training Information Management System (MCTIMS).

4) Conduct analyses for consolidation of various C2 training courses offered at multiple formal and informal training venues to reduce redundancy of course offerings, standardize C2 training curriculum, and maximize MISTC training production through periodic training assessments, and surveys.

5) Develop, for COR review, C2 training concepts and plans for: (a) system operators and Marines whose perishable technical skills need to be sustained or refreshed, (b) Combat Operation Center staff training for staffs at all tactical organization levels, (c) Watch Officer and Watch Chief training focused on system implementation and interoperability that will improve COC operations

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through enhanced information management, and (d) introductory and advanced data communications concepts, equipment, and emerging commercial off-the-shelf technology.

6) Develop and maintain C2 systems technical documents, doctrinal publications, databases, and share point web site used to manage C2 training systems at the MISTCs. The contractor will produce for the COR a POA&M establishing the production, and review and approval for each publication, database, or web site information.

7) Produce, update, and distribute digital COC Standard Operating Procedures (SOPs). The Contractor shall not distribute the SOP until the COR has reviewed and approved the document. The final SOP shall be a document that describes the tactics, techniques, and procedures for COC operations.

8) Produce, update, and distribute Information Management/Knowledge Management (IM/KM) doctrine and procedures. The document shall not be distributed until the COR has reviewed and approved the document.

9) Operate the C2 TECOE, C2 systems lab and COC training area to include the installation, operation, and maintenance of all systems contained therein (IOS V1, JTCW, CPOF, AFTADS, MercChat, Smart Boards, Voice over IP radios (VOIP), Share Point, and supporting COC servers, switches, and power generation systems). The Contractor shall establishment network operations, and systems operations on all government provided hardware and software contained in each training area for COR review. Once operations have been approved by the COR, the Contractor shall implement.

10) Provide for C2 TECOE marketing and campaign support at Government sponsored trade shows and conferences to include development of displays, brochures, pamphlets, display equipment, advertising, and personnel support. All proposed materials shall be reviewed and approved by the COR prior to any product being produced.

11) Attend meetings and conferences and provide a written report after each event.

c. In Support of the Futures Branch:

1) Perform research and analysis to support the development of planning and programming materials and POM documentation to assist in the procurement, allocation, and functional management of training C2 systems. Provide POM documentation and reports to the COR for review based on the Government POM schedule.

2) Develop strategic level plans, and support of MAGTF C2 systems training with various Joint, service level and Marine Corps organizations (e.g.; HQMC, MCCDC, MCSC, TECOM, and the Operating Forces) as it pertains to C2 systems training and support. In particular, the contractor shall display extensive background in the Joint Capabilities Integration Development System (JCIDS) and DOD 5000 Defense Acquisition processes, and policy.

3) Develop strategic level plans in support of MAGTF C2 training at C2 TECOE and the MISTCs to include: identifying and planning for personnel and facilities support, I/T infrastructure



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planning, coordinating procurement of C2 systems software and hardware, managing C2 TECOE and MISTC equipment fielding plans and inventory,

4) Plan and coordinate future C2 systems training events, carry out exercise design in support of these events to include scheduling, scenario development, and identification of training event objectives. All proposed materials shall be reviewed and approved by the COR prior to any product being produced.

5.) Attend meetings and conferences and provide a written report after each event.

d. Program Support Tasks: The contractor will be responsible for developing a Plan of Action and Milestones (POA&M) showing the delivery schedule associated with the tasks contained in the SOW. This POA&M shall be submitted to the COR within the first 30 days of contract award, and then monthly as part of the Contractor Proposed Work Plans. Once the COR approves the monthly work plan, this will become the schedule by which the contractor will perform all tasks within the contract.

1.) Reports and Correspondence. Trip reports, minutes of meetings attended to be given to the COR within three (3) days of completion of the event. All other correspondence shall be submitted in accordance with the monthly work plan.

2.) POM Submission. Provide research and analysis support in support of the C2 TECOE Program Objective Memorandum (POM) to TECOM in accordance with established Marine Corps POM schedules.

**4. Contractor Requirements.** The Contractor shall provide sufficient and appropriately trained personnel to perform all tasks within the Statement of Work (SOW).

Historically, the required services have been performed by the following Labor Categories:

- 1) Senior C2 Analyst\*
- 2) C2 Analyst\*
- 3) Graphics Design Specialists

Base + 120 hrs of consultant

**Note: “\*” denotes key personnel**

b. At the exercise of each option year, the Government reserves the right to renegotiate the contract based upon the anticipated workload requirements for each upcoming year.

c. Historically C2 TECOE support has been one (1) man-yr support for the Senior C2 Analyst position, three (3) man-year support for the C2 Analyst position, and a quarter man-year support for the Graphic Design Specialists during the base year.

d. In addition, the contractor shall provide a senior C2 consultant who will present C2 TECOE views on service, joint, and government agencies on C2 related matters, and will also provide

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recommendations to the Director, C2 TECOE. Sufficient expertise is necessary in TECOM principle staff officer processes as they pertain to coordinating C2 related projects and issues with Headquarters Marine Corps (HQMC), and Marine Corps Combat Development Command (MCCDC). Historically, this requirement has been fulfilled by consultant services up to 120 man-hours annually. The Contractor shall provide program management support.

## **5. Training**

The Contractor shall provide trained and experienced personnel for performance of all tasks within this Statement of Work (SOW) except where the COR has granted prior approval for training to meet a special requirement. A special training requirement is for a new government system or process that requires the contractor to attend a government provided training period of instruction. The contractor is responsible for training contract personnel and replacement personnel on commercially available equipment, computer languages, and computer operating system(s) prior to assignment. The government can provide initial training on military-unique end-item equipment and associated system upgrades, if deemed necessary. Training at government expense will not be authorized for replacement personnel on these systems.

## **6. Contractor Qualifications/Experience**

### **a. \*Senior C2 Analyst:**

1) Tasks: the Senior Analyst will support all tasks associated with the C2 TECOE Futures Branch, and provide project management oversight of the contractor's work force in support of this contract.

2) Qualifications: The Contractor shall provide personnel who have:

a) In depth knowledge of and the ability to instruct, currently fielded, Command and Control systems to include Command and Control Personal Computer (C2PC), Advanced Field Artillery Tactical Data System (AFATDS), Intelligence Operations Server (IOS) version 1, 2, and 3 (V1), (V2), and (V3), Blue Force Tracking (BFT), Biometric Automated Toolset (BAT), Command Post Of the Future (CPOF), and Joint Automated Deep Operations Coordination System (JADOCS), and Marine Corps C4 systems.

b) In depth knowledge of the Marine Corps approach to formal instruction and training to include period of instruction (POI) development.

c) A minimum of three (3) years experience working on a General staff as a primary staff officer. Must have at least two (2) years experience working within the Marine Corps' Training and Education Command (TECOM), and the MAGTF Staff Training Program (MSTP) on C2 training related matters.

d) Demonstrated experience and background with the DoD's Planning Programming and Budgeting System (PPBS), with particular emphasis on Marine Corps Programs and budgeting, POM development process. To include supporting documentation development, program analysis and evaluation, and POM coordination with HQMC, MCCDC, TECOM, and MCSC organizations

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e) In depth knowledge of the Marine Corps Planning Process (MCP), MCWP 5-1, and the six-step planning process, and associated sub-tasks.

f) In depth knowledge and functioning and operation of the unit Combat Operations Center (COC), to include Watch Officer, and Watch Chief Functions – specifically Regimental and Battalion COCs.

g) In depth knowledge of Information Management (IM) and Knowledge Management (KM) issues, and participates in doctrinal development, and establishment of training programs in support of IM/KM programs and supporting C2 systems.

h) Basic knowledge of DOD program management, specifically those procedures and concepts captured in the DOD 5000 series of instructions.

3) Experience: Demonstrated experience at the Military Officer, Field Grade rank and involvement with MAGTF C2, C4, IM/KM issues and C2/C4 programs within the Marine Corps is required. Experience working within the Marine Corps' Training and Education Command (TECOM) and the MAGTF Staff Training Program (MSTP) on C2 related matters is required.

4) Education: Undergraduate degree, completion of a DOD intermediate level school, and master's degree in Information Technology, Computer Science, Operations Research, or in a management related field.

5) Clearance: Secret

b. \*C2 Analysts.

1) Tasks: The contractor shall provide C2 Analysts who will support the tasks associated with the C2 TECOE Operations Branch and Curriculum Development Branch, to include: conducting conference coordination, training events, and prepare supporting plans; conducting research and recommend new C2 training procedures; review warfighting tactics, techniques, and procedures (TTPs); and researching and preparing recommendations for training technology support in support of the C2 TECOE, C2 systems training mission at each of the MISTCs.

2) Qualifications: The contractor shall provide personnel who have:

a) In depth knowledge and military instructor experience working with currently fielded, Command and Control systems to include Command and Control Personal Computer (C2PC), Advanced Field Artillery Tactical Data System (AFATDS), Intelligence Operations Server (IOS) version 1, 2, and 3 (V1), (V2), and (V3), Blue Force Tracker (BFT), Biometric Automated Toolset (BAT), Command Post Of the Future (CPOF), and Joint Automated Deep Operations Coordination System (JADOCS), and Marine Corps C4 systems.

b) Demonstrated knowledge and experience in Training and Education Command's (TECOM) Systems Approach to Training (SAT) process, to include period of instruction (POI) development.

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c) A minimum of three (3) years experience working on a General staff as a primary staff officer. Must have experience working within the Marine Corps' Training and Education Command (TECOM), and the MAGTF Staff Training Program (MSTP) on C2 training related matters.

d) In depth knowledge of the Marine Corps' Planning Process (MCP), MCWP 5-1, and the six-step planning process, and associated sub-tasks.

e) Demonstrated experience of the functioning and operation of the unit Combat Operations Center (COC), to include Watch Officer, and Watch Chief Functions – specifically Regimental and Battalion COCs.

f) Demonstrated experience with Information Management (IM) and Knowledge Management (KM) issues, and participate in doctrinal development, and establishment of training programs in support of IM/KM programs and supporting C2 systems.

3) Experience: Demonstrated experience at the Military Officer, Field Grade rank and involvement with MAGTF C2, C4, IM/KM issues and C2/C4 programs within the Marine Corps is required. Experience working within the Marine Corps' Training and Education Command (TECOM) and the MAGTF Staff Training Program (MSTP) on C2 related matters is required.

4) Education: Undergraduate degree, completion of a DOD intermediate level school, and master's degree in either Information Technology, Computer Science, Operations Research, or in a management related field.

5) Clearance: Secret

c. Graphics Design Specialist

1) Tasks: Provide graphics arts design work in support of C2 TECOE brochures, pamphlets and courseware using government furnished design computer software and equipment.

2) Qualifications:

a) Trained on recent versions of Microsoft and Adobe graphic design software and applications.

b) Has at three (3) years of experience in computer aided graphics design.

3) Education: Associate's degree in graphic arts or school certifications providing the equivalent educational background.

**7. Optional Services**

7(a) Option - Instructional Systems Development Support

1. Background: Within six (6) months after contract award, or during follow-on option years,

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C2 TECOE may require Instructional Systems Development support for POI development at C2 TECOE. This service is provided in support of the C2 TECOE Curriculum Development Branch identified in Paragraph 1.a.

2. Tasks: In general, the Curriculum Development Branch requires support in POI development and management, support in developing distance learning and virtual, web-based C2 systems training systems. The Curriculum Development Branch as a whole develops, instructs, and maintains the POI course work used at all MAGTF Integrated Systems Training Centers (MISTCs) located throughout the Operating Forces, and supports National Capital Region (NCR) Marines, and the Marine Corps University (MCU) training events as required. POI development supports current C2 systems of record, and those resulting from the Urgent Universal Needs Statement process. All POI's are developed employing the Systems Approach to Training (SAT) process contained in the Marine Corps SAT manual. The contractor shall show proficiency and knowledge of the SAT process in their proposal. Additionally, the Curriculum Development Branch supports graphics design, web design and development as well as collaborative tool POI development. Tasks are as follows:

a. Provide support to C2 TECOE at DoD, Joint and Inter-Service meetings related to C2 systems POI development. Examples include C2 systems training meetings, conferences, and Integrated Product Teams (IPTs) membership in support of the C2 TECOE training mission at Marine Corps Systems Command (MCSC) and the Marine Corps Combat Development Command (MCCDC).

b. Develop, for COR review, C2 systems lesson plans employing the SAT process. The lessons plans will focus on C2 system training concepts and plans for: (1) system operators and Marines whose perishable technical skills need to be sustained or refreshed, (2) Combat Operation Center staff training for staffs at all tactical organization levels, (3) Watch Officer and Watch Chief training focused on system implementation and interoperability that will improve COC operations through enhanced information management, (4) C2 systems new equipment training, and (4) introductory data communications concepts, equipment, and emerging commercial off-the-shelf technology.

c. Analyze other DOD agency training input, curriculum plans and incorporate this information into C2 systems POI's developed for C2 TECOE. Examples include formal and informal schools and the operating forces input in the form of lessons learned and after action reports.

d. Coordinate the input of C2 TECOE POIs into the Marine Corps Training Information Management System (MCTIMS).

e. Conduct analyses for consolidation of various C2 training courses offered at multiple formal and informal training venues to reduce redundancy of course offerings, standardize C2 training curriculum.

f. Provide instruction using existing government developed lesson plans; draft for COR review, new lessons plans for C2 systems instruction; development and document C2 doctrine and Tactics, Techniques, and Procedures (TTPs) with C2 systems operator community throughout the Marine Corps.

g. Each POI Manager is responsible for operating their respective assigned C2 system in the C2 TECOE, C2 systems lab and COC training area. This includes the installation and operation of all systems contained therein: IOS V1, JTCW, CPOF, AFTADS, MercChat, Smart Boards, Voice over

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IP radios (VOIP), Share Point, and Biometric systems. Once operations have been approved by the COR, the Contractor shall implement.

h. Attend meetings and conferences and provide a written report after each event.

3. Contractor Requirements. The Contractor shall provide sufficient and appropriately trained personnel to perform all tasks within the Statement of Work (SOW). Historically, the required services have been performed by the following Labor Categories:

- 1) Artillery and Aviation Fires C2 Instructional Systems Analyst
- 2) Maneuver, Track Management C2 Instructional Systems Analyst
- 3) C2 Collaborative Applications Instructional Systems Analyst
- 4) Combat Operations Center (COC), C2 Instructional Systems Analyst
- 5) Intelligence Operations, C2 Instructional Systems Analyst
- 6) Biometrics and Intelligence Operations Instructional Systems Analyst
- 7) SharePoint Web Development Instructional Systems Analyst

a. SharePoint Web Development Instructional Systems Analyst

1) Tasks: Ensure each MISTC has a common set(s) of SharePoint courseware and POIs and any upgrades or follow-on system which will be used throughout the Marine Corps .

2) Qualifications: The contractor shall provide personnel with the following qualifications:

a) Ability to employ the Systems Approach to Training (SAT), to include POI and scenario management, dissemination, and updating existing POIs with MISTC instructors, Marine Corps Combat Development Command (MCCDC), Marine Corps Systems Command (MCSC), and other service schools.

b) Ability to write and instruct using government approved lesson plans, and communicate with Marine Officers and SNCO's, and manage voluminous amounts of data, and formulate this information into a POI with little, or minimal supervision.

c) Ability to install, configure, operate and maintain Windows SharePoint Portal Services, Windows SharePoint Team Services and Windows Exchange 2003 Server in support of classroom instruction.

d) Ability to provide courses of instruction to include basic SharePoint services and operator course, creating and maintaining websites using Windows SharePoint Team Services, basic Share Point site design, site and portal administration using Windows SharePoint Team Services and Portal

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Services, and Share Point site management.

e) Ability to manage web content using Microsoft Server 2003 Internet Information Services (IIS), SQL server, Java controls, Active Directory, ActiveX Controls, Cascading Style Sheets and eXtensible Mark-up Language (XML) for assigned units, or as directed by C2 TECOE.

f) Ability to provide subject matter expertise support on Microsoft SharePoint during exercises and training to validate training curriculum.

g) Ability to travel to conduct on-site instruction and technical assistance on SharePoint Team Services, Portal Services and Exchange 2003 Server as required.

3) Experience: At least three (3) years experience with Microsoft SharePoint Team Services, Portal Services and Microsoft Exchange 2003 Server software. Instructor certified by service school or civilian equivalent with two (2) years as a classroom instructor is desired. Instructional Systems Design (ISD) curriculum development experience is required. Direct participation in real world operations is required, direct participation in OIF/OEF should receive preference over other candidates, particularly those who have experience creating and maintaining websites using Windows SharePoint Team Services, and managing unit level input, and changes.

4) Education: High school diploma or equivalent. Microsoft Certified System Administrator (MCSA) is required as well as formal Microsoft SharePoint training and certification programs. SharePoint operator and systems administration course work within the past two years.

5) Clearance: Secret

b. Maneuver, Track Management Instructional C2 Instructional Systems Analyst

1) Tasks: Ensure each (MISTC) has a common set(s) of instructional courseware and POIs pertaining to IOS V1, JCTW/C2PC and any upgrades or follow-on system which will be used throughout the Marine Corps.

2) Qualifications: The Contractor shall provide personnel who can:

a) Employ the Systems Approach to Training (SAT), to include POI and scenario management, dissemination, and updating existing POIs with MISTC instructors, MCCDC, MCSC, and other service schools.

b) Write, instruct and communicate with Marine Officers and SNCO's, manage voluminous amounts of data, and formulate this information into a POI with little, or minimal direction.

c) Install, configure, operate and maintain IOS V1, JCTW/C2PC operations in support of classroom instruction.

d) Provide courses of instruction on IOS V1, JTCW/C2PC basic operator training, system administration (interoperability), common operational picture (COP) and track management, client administration, system employment and operation in the COC, Watch Officer/Chief training, basic

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operator training, and supervisor overview. Also, provide POI development and instruction on BFT and blue force situational awareness tactics, techniques and procedures as it relates to the aforementioned systems.

e) Provide subject matter expertise, feedback, and input to the MCSC IOS V1, JCTW/C2PC Project Managers, and the TECOM College of Continuing Education (CCE) as it pertains to distance learning products.

f) Travel frequently and provide IOS v1&v2, JCTW/C2PC instruction and onsite technical assistance.

3) Experience: Minimum eight (8) years C2 systems operational experience. At least three (3) years experience with IOS V1&V2, JCTW/C2PC operation and system administration, to include track management/COP management and procedures. Direct participation in real world operations is required; participation in OIF/OEF is should receive preference over those candidates who have documented experience with the installation, operation, and maintenance of Unix (Solaris), Windows NT/2000/XP, IOS v1&v2, IOW, C2PC.

4) Education: Associates degree or equivalent. Microsoft Certified Network Engineer (MSCE) required. Unix System Administrator – Level 1 required, or attained within one year of employment. Attended formal military IOS v1&v2 and JCTW/C2PC courses. Attended SNCO career level schools or equivalent.

5) Clearance: Secret

c. C2 Collaborative Applications Instructional Systems Analyst

1) Task: Ensure each (MISTC) has a common set(s) of instructional courseware and POIs pertaining to Collaborative Applications such as Command Post of the Future (CPOF), and any upgrades or follow-on system which will be used throughout the Marine Corps.

2) Qualifications: The Contractor shall provide personnel who can:

a) Employ the Systems Approach to Training (SAT), to include POI and scenario management, dissemination, and updating existing POIs with MISTC instructors, MCCDC, MCSC, and other service schools.

b) Write, instruct and communicate with Marine Officers and SNCO's, and manage voluminous amounts of data, and formulate this information into a POI with little, or minimal direction.

c) Install, configure, operate and maintain selected collaborative tools such as "chat" tools, Voice over Internet Protocol (VOIP) technologies, Adobe Connect/Breeze, SharePoint, and CPOF in support of classroom instruction.

d) Provide courses of instruction on CPOF operator and basic applications course in support of MAGTF operations, CPOF server/client operator training, CPOF system administration



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(interoperability), CPOF client administration, management, and supervisor overview, and collaborative tools instruction.

e) Provide subject matter expertise, feedback, and input to MCSC or service level Project Managers for collaborative tools and CPOF. Develops instructional material and instructs on the installation, operation, and maintenance of Unix (Solaris), GCCS, and collaborative applications such as CPOF. Provides input to the GCCS and CPOF User's Guide.

f) Travel frequently and provide collaborative applications, CPOF instruction and onsite technical assistance. Instruction should focus on C2 Systems integration with respect to Marine Corps and Joint C2 systems.

3) Experience: Minimum six (6) years C2 systems operational experience to include real world operations as a Combat Operations Center (COC) Watch Officer or Watch Chief. At least two (2) years experience with CPOF operation and system administration, to include track management/COP management and procedures. Instructor certified by service school or civilian equivalent with two (2) years as a classroom instructor. Direct participation in real world operations is required; participation in OIF/OEF should receive preference over desired and particularly for those candidates who have documented experience with the installation, operation, and maintenance of CPOF hardware and software, and the supporting operating system.

4) Education: Associates degree or equivalent. Microsoft Certified Network Engineer (MSCNE) and Unix System Administrator – Level 1 certification required. Formal military MAGTF Planner course or document experience required; and attended a CPOF operator, system administration course. Attended SNCO career level schools or equivalent.

5) Clearance: Secret

d. Combat Operations Center (COC) C2 Instructional Systems Analyst

1) Tasks: Ensure each (MISTC) has a common set(s) of instructional courseware and POIs pertaining to COC operations and any upgrades or follow-on system which will be used throughout the Marine Corps.

2) Qualifications: The Contractor shall provide personnel who can:

a) Employ the Systems Approach to Training (SAT), to include POI and scenario management, dissemination, and updating existing POIs with MISTC instructors, MCCDC, MCSC, and other service schools.

b) Write, instruct and communicate with Marine Officers and SNCO's, and manage voluminous amounts of data, and formulate this information into a POI with little, or minimal direction.

c) Install, configure, operate and maintain selected COC software applications such as IOS V1, JTCW/C2PC, collaborative tools such as "chat" tools, Voice Over Internet Protocol (VOIP) technologies, SharePoint, and CPOF in support of classroom instruction.

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d) Provide courses of instructions to include, but not limited to:

COC operator training, COC system administration (interoperability), tools for maintaining the common operational picture (COP) and track management, COC systems and client administration, system employment and operation in the COC, Watch Officer/Chief training, basic operator training, and supervisor overview. If the Contractor is going to develop the course, need Government oversight.

e) Develops instructional material and instructs on the installation, operation, and maintenance of Unix (Solaris), IOS v1, IOS v2, and COC SIPR workstation in the COC operating environment. Other systems also include the Global Command and Control System (GCCS), Force XXI Battle Command, Brigade and Below (FCB2)- Blue Force Tracker (BFT), Joint Capabilities Release (JCR), and Advanced Field Artillery Tactical Data System (AFATDS) commonly found in a Regimental of Battalion level COC.

f) Provide subject matter expertise, feedback, and input to MCSC or service level Project Managers for various COC configurations, and the TECOM College of Continuing Education (CCE) as it pertains to distance learning products.

g) Travel frequently to provide onsite instruction and technical assistance for various COC configurations at on-site locations.

3) Experience: Eight years (8) years of MAGTF C2 systems experience. Must have track management, Common Operational Picture (COP), C2PC and Global Command and Control (GCCS) systems operation experience. Three (3) years experience with the installation, operation and maintenance of UNIX (Solaris), Windows NT/2000/XP, IOS V1 and V2 and IOW operation and system administration is desired. Knowledge of CISCO routers/switches, and VOIP system administration is required. Instructor certified by service school or civilian equivalent with two (2) years as a classroom instructor. Direct participation in real world operations is required; participation in OIF/OEF should receive preference over those candidates who have documented experience with the installation, operation, and maintenance of COC hardware and software, and the supporting operating system.

4) Education. High school diploma or equivalent. Formal military training at one (1) of the following courses: GCCS System Administrator or IOS V2 System Administrator Course. Instructional Systems Design (ISD) curriculum development desired. Attended SNCO career level schools or equivalent. UNIX Systems administrator – Level 1 required. Microsoft Certified System Administrator (MCSA) desired.

5) Clearance: Secret.

e. Intelligence Operations, C2 Instructional Systems Analyst Manager

1) Tasks: Ensure each (MISTC) has a common set(s) of instructional courseware and POIs accompanying IOS V2/V3, and IOW specific applications and any upgrades or follow-on system which will be used throughout the Marine Corps.

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2) Qualifications: The Contractor shall provide personnel who can:

a) Employ the Systems Approach to Training (SAT), to include POI and scenario management, dissemination, and updating existing POIs with MISTC instructors, MCCDC, MCSC, and other service schools.

b) Write, instruct and communicate with Marine Officers and SNCO's, and manage voluminous amounts of data, and formulate this information into a POI with little, or minimal direction.

c) Install, configure, operate and maintain IOS V2, JCTW/C2PC intelligence specific applications and systems in support of classroom instruction.

d) Provide courses of instruction on IOS V2, JTCW/C2PC basic operator training, system administration (interoperability), common operational picture (COP) and track management, client administration, system employment and operation in the COC, Watch Officer/Chief training, basic operator training, and overview.

e) Provide subject matter expertise, feedback, and input to the MCSC IOS V2, JCTW/C2PC Project Managers, and the TECOM College of Continuing Education (CCE) as it pertains to distance learning products.

f) Travel frequently and provide IOS V2, JCTW/C2PC instruction and onsite technical assistance.

3) Experience: Minimum eight (8) years C2 systems operational experience. At least three (3) years experience with IOS V1&V2, JCTW/C2PC operation and system administration, to include track management/COP management and procedures. Direct participation in real world operations is required; participation in OIF/OEF should receive preference over other candidates, particularly those who have documented experience with the installation, operation, and maintenance of Unix (Solaris), Windows NT/2000/XP, IOS v1&v2, IOW, C2PC.

4) Education: Associates degree or equivalent. Microsoft Certified Network Engineer (MSCE) required. Unix System Administrator – Level 1 required. Attended formal military IOS v1&v2 and JCTW/C2PC courses. Attended SNCO career level schools or equivalent.

5) Clearance: Secret

f. Biometrics and Intelligence Operations Instructional Systems Analyst

1) Tasks: Ensure each (MISTC) has a common set(s) of instructional courseware and POIs pertaining to Biometric Automated Toolset (BAT) and Handheld Interagency Identify Detection Equipment (HIIDE)BAT/HIIDE specific applications and any upgrades or follow-on system which will be used throughout the Marine Corps. Also provide instructional courseware for analysis of biometric data using the intelligence operations workstation (IOW).

2) Qualifications: The Contractor shall provide personnel who can:

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a) Employ the Systems Approach to Training (SAT), to include POI and scenario management, dissemination, and updating existing POIs with MISTC instructors, MCCDC, MCSC, and other service schools.

b) Write, instruct and communicate with Marine Officers and SNCO's, and manage voluminous amounts of data, and formulate this information into a POI with little, or minimal supervision.

c) Install, configure, operate and maintain BAT/HIIDE/IOS V2/IOW systems in support of classroom instruction

d) Prepare and conduct training for the Biometrics Automated Toolset (BAT) and the Handheld Interagency Identity Detection Equipment (HIIDE) (with government oversight).

e) Prepare student material (course manuals, workbooks, handouts, completion certificates and course critique forms).

f) Provide subject matter expertise, feedback, and input to MCSC or service level BAT/HIIDE Project Managers, and the TECOM College of Continuing Education (CCE) as it pertains to distance learning products.

g) Rebuild the BAT/HIIDE systems for classroom instruction when required. Provides Subject Matter Expertise support on military BAT/HIIDE systems during exercises to validate training curriculum.

h) In addition, develop an understanding of how C2 tactical intelligence systems (IOW v2, MIDB and Intel Related software applications), interoperate with the BAT/HIIDE system. Contractor shall have previous experience operating with Marine Corps intelligence systems and intelligence analysis processes to include use of Intelligence Operatorions Workbook (IOW).

i) Travel to provide on-site instruction and technical assistance in a field environment at Marine Corps Base and installation on both IOS V1/V2 and BAT/HIIDE Systems.

3) Experience. Minimum of two (2) years experience in utilizing BAT/HIIDE is required. Must be proficient in Microsoft Windows operating environment (WinXP) and Microsoft Applications (MS Word, Excel, PowerPoint). Instructor certified by service school or civilian equivalent with two (2) years as a classroom instructor is preferred. Possess excellent oral and written skills. Direct participation in real world operations is required; participation in OIF/OEF should receive preference over those who have documented experience with the installation, operation, and maintenance of BAT/HIIDE hardware and software, and the supporting operating system.

4) Education. High school diploma or equivalent is required. Formal military training at any of the DOD operator courses for BAT/HIDDE is required. One (1) year of Military On-the-Job (OJT) training in support of OIF/OEF for BAT/HIIDE in-lieu of formal training is can be represented to replace school training Documented experience in supporting military intelligence duties and supporting higher and lower echelons is required. Instructional Systems Design (ISD) curriculum development is

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required, but can be replaced by three (3) years of documented instructor experience.

5) Clearance. Secret

g. Artillery and Aviation Fires C2 Instructional Systems Analyst

1) Tasks: Ensure each MISTC has a common set(s) of instructional courseware and POIs pertaining to Army Field Artillery Tactical Data System (AFATDS), Joint Deep Operations Coordination System (JDOCS) and Effects Management Tool (EMT) on the IOW with JTCW/C2 PC or specific applications which will be used throughout the Marine Corps.

2) Qualifications: The contractor shall provide personnel who can:

a) Employ the Systems Approach to Training (SAT), to include POI and scenario management, dissemination, and updating existing POIs with MISTC instructors, MCCDC, MCSC, and other service schools.

b) Write, instruct and communicate with Marine Officers and SNCO's, and manage voluminous amounts of data, and formulate this information into a POI with little, or minimal supervision.

c) Install, configure, operate and maintain AFATDS and JDOCS specific applications and systems in support of classroom instruction.

d) Provide courses of instruction on AFATDS, JDOCS basic operator training, system administration (interoperability), common operational picture (COP) and track management, client administration, system employment and operation guidance (communications, mission threads, fire support coordination, fire planning), fire support client (C2PC), and operations within the fires support coordination process.

e) Provide subject matter expertise, feedback, and input to the MCSC AFATDS, JDOCS Project Managers and TECOM College of Continuing Education (CCE) as it pertains to distance learning products.

f) Travel frequently and provide AFATDS, JDOCS instruction and onsite technical assistance.

3) Experience. Minimum three (3) years in fire support operations and the employment of AFATDS. At least three (3) years experience of AFATDS and JADOCS operation and system administration, and working in fire support coordination C2 processes and procedures while assigned to artillery fire support organizations. Instructor certified by service school or civilian equivalent with two (2) years as a classroom instructor. Possess good oral and written skills. Direct participation in real world operations is required; participation in OIF/OEF should receive preference over those who have documented experience with the installation, operation, and maintenance of AFATDS, JDCOS hardware and software, and the supporting operating system.

4) Education. High school diploma or equivalent. UNIX Systems Administrator – Level 1 is required. Formal military AFATDS course and graduate of DOD instructional course development is required. Documented experience in supporting military intelligence duties and supporting higher and

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lower echelons is required. Instructional Systems Design (ISD) curriculum development is required, but can be replaced by three (3) years of documented instructor experience.

5) Clearance. Secret

#### 7(b) Option - Modeling and Simulation Support Services

1. Background. Within six (6) months after contract award, or during follow-on option years, C2 TECOE may require Modeling and Simulation (M&S) services in support of C2 systems and COC training.

2. Tasks: provide M&S support to C2 TECOE and the MISTCs. The following tasks are required:

a. Maintain a library of C2 systems training scenarios, related plans and accompanying documentation which includes operational scenarios and battle organization analyses (including tactics, doctrine, and operational methodologies)

b. Research or review scenarios, understand all aspects of simulation support plans development process, and simulation selection process, testing and/or evaluation of concepts, review and recommend pertinent training scenarios.

c. Maintain an understanding and ability to facilitate M&S to C2 systems integration with communication architectures, data systems, and network infrastructure in support of C2 systems training events; recommend improvements for Marine Corps' M&S programs or projects of record. This is particularly important for C2 systems training in the COC or staff training environment. This will require the contractor to attend meetings, conferences, and participate in M&S, C2 systems testing and system integration events.

3. Staffing Requirements. The Contractor shall provide sufficient and appropriately trained personnel to perform all tasks within the SOW. Historically, the required services have been performed by the following Labor Categories:

(1) Simulation Manager

(2) Simulation Technician

a. Simulation Manager.

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1) Tasks: The contractor shall provide personnel who can install, operate, provide instruction, and maintain the various simulation models in support of simulation events sponsored by the C2 TECOE Operations Branch.

2) Qualifications: The contractor shall provide personnel who can:

a) Train and operate two (2) of the four (4) following simulation applications: MAGTF Tactical Warfare Simulation (MTWS); Joint Conflict and Tactical Simulation (JCATS); Visual Battlefield Simulation II (VBSII); Joint Semi-Automated Forces (OneSAF/JSAF); Deployed Virtual Training Environments (DVTE) to include the Combined Arms Network (CAN). When directed, the contractor shall attend training on new Marine Corps' modeling and simulation applications.

b) Translate training event requirements, identifies simulation training required, equipment, and contractor resources in support of simulation based C2 training events in support of Battalion, Regimental Staff training in the COC.

c) Monitor simulation operator actions pertaining to the simulation listed above in response to event requirements.

d) Assist C2 systems experts in understanding simulation capabilities with respect to simulated base training; to include simulation driven intelligence support, fire and maneuver, aviation, logistics, and command and control. Provide advice and recommendations on model selection, and the simulation applications necessary to support the training.

e) Identify C2 systems training event subscriber requirements from the C2 system itself to the simulation via the various simulation interfaces and selected communication and C2 systems.

f) Prepare exercise scenarios with scenario generation tools installed in the M&S applications addressed in para 4.a., 2),a) above. This includes experience with simulated terrain and exercise support databases for both C2 and simulation systems.

g) Understand the concepts of automated processing standards, life cycle management, and configuration management practices for supported models in para 4.a., 2),a) above.

h) Attend software configuration control boards (CCBs) for the above assigned models. Submit and track C2 TECOE software configuration change requirements when appropriate.

i) Prepare, or assist in the preparation of, written plans describing a simulation event to include: simulation models used, and integration with C2 systems; after action system capabilities and processes; Master Scenario Events List (MSEL)/scripting; M&S technical considerations; understanding of

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simulation-to-C2 system interfaces; M&S personnel support requirements for C2 systems training; Author, assist or review simulation, C2 system exercise support plans, simulation control procedures.

3) Experience: The contractor shall provide personnel who have a minimum of five (5) years experience in DoD modeling and simulation, and demonstrated experience and event participation. Must have experience working within the Marine Corps' Training and Education Command (TECOM) and at the MAGTF Staff Training Program (MSTP) on M&S related exercise support matters.

4) Education: The contractor shall provide personnel who have a minimum of three (3) years experience in military training and education; attendance at Intermediate Level School such as Marine Corps Command and Staff College or completion of equivalent nonresident course is required.

5) Clearance: Secret.

b. Simulation Technician.

1) Tasks: The contractor shall provide personnel who can install, operate and maintain simulation computer workstations and networks in support of simulation based events. Performs simulation systems administration and integration with C2 systems in a training and exercise environment.

2) Qualifications: The contractor shall provide personnel who have the following capabilities:

a) Responsible for the interoperability of simulation hardware and software with C2 systems in support of model and simulation driven C2 training events, and understands the essential information exchange requirements between various simulation models to create a valid simulated combat, warfighting environment.

b) Capable of system administration in an HP/UNIX, Linux, and NT/Win2000/XP computer operating, network environment.

c) Capable of configuring simulation applications and operate simulation protocols/communication technologies in support of remote operations conducted at various selected sites.

d) Capable of installing, operating, configuring, and integrating government-purchased simulation support hardware/software with C2 systems at government training sites.

3) Experience: The contractor shall provide personnel who have a minimum four (4) years experience in DOD M&S, and have previous experience installing, operating, and configuring at least



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two (2) of the following four (4) simulations to perform on designated exercise networks: MTWS, JCATS, the MCFED, DVTE, and OneSAF/JSAF. Shall possess documented experience in Internetworking with TCP/IP and Cisco Routers. Documented experience with routing in a TCP/IP environment is required. Must also demonstrate capabilities in UNIX, Linux, Microsoft Operating Systems, and principles of database installation, configuration, and operation.

4) Education: High School Diploma or equivalent. The contractor shall provide personnel who have a Cisco Certified Network Associate (CCNA) and Micro Soft Network Engineer (MSCE) certification, or demonstrate at least four (4) experience in-lieu of either certification.

5) Clearance: Secret.

7(c) Option - C2 TECOE Training Network, Information Technology (I/T) Support Services

1. Background. Within six (6) months after contract award, or during follow-on option years, C2 TECOE may require Network Engineer I/T services in support of the IM/COC branch at C2 TECOE. The IM/COC Branch is responsible for the installation, configuration, operation, and maintenance of all C2 TECOE C2 systems identified in paragraph 1.a.4) above.

2. Tasks: The contractor shall provide the following I/T support services.

a. Systems Engineering & Analysis. Provide Systems Engineering & Analysis support services required to establish and maintain the C2 TECOE /IT infrastructure and operations of audio visual equipment in support of C2 systems training conducted in the C2 TECOE C2 systems training classroom, the C2 Learning Center (C2LC) and the COC area. This will include periodic research and procurement recommendations for network equipment and design considerations for the C2 TECOE training network.

b. Network Operations. Maintain the C2 TECOE training network to include installation, operation, and management of network operations. It also includes: (1) the ability to integrate multiple tactical and training systems into a common network environment; (2) maintain the C2 TECOE training network in compliance with Government provided network security policies and regulations; and (3) provide network engineering services for the installation, operation and maintenance of servers, router, and switches that comprise the network.

3. Staffing Requirements. The Contractor shall provide sufficient and appropriately trained personnel to perform all tasks within the SOW. Historically, the required services have been performed by the following Labor Categories:

a. Network Engineer.

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1) Tasks: The contractor shall provide personnel who can install, operate and maintain the C2 TECOE local training network, in support of tasks associated with the Operations Branch, the Curriculum Development Branch, and the Future Plans Branch.

2) Qualifications: The contractor shall provide personnel with the ability to:

a) Install, operate, and maintain computer networks supporting Windows NT Server, Exchange Server, Back Office applications, workstations, and Windows 98/2000/XP client desktop environments in the enterprise, and any upgrades, or versions changes. The Contractor shall also be required to train on the installation and operation of the Service Oriented Architecture (SOA).

b) Design, implement, and configure several advanced networking solutions to include: Internet Protocol (IP) management using Variable Length Subnet Masking (VLSM), Advanced Quality of Service (AQoS) techniques such as fragmentation with interleave and custom fair queuing issues in support of unclassified and classified networks.

c) Install, operate and maintain Cisco 6000, 5500, 4000, and 3500 series switches, integrated route processors and stand alone routers to include C-RSM, MLSFC, 4000, 3600, 2600, and 2500 series routers.

d) Operate and maintain all Visualization equipment to include three (3) gas plasma and four (4) classroom projection systems, RGBS cabling infrastructure, one (1) visualization matrix switch and router, as well as a web based management systems. The contractor shall work with the manufacturer in coordinating warranty and maintenance support, and any software or equipment up-grades.

e) Operate Video Tele-Conferencing systems. VTC systems include both H.320 and H.323 capabilities bridged through gateway devices as well as ISDN Multiplexers.

f) Must have and maintain Microsoft Certified Professional (MCP) and Cisco Certified Networking Professional (CCNP) certifications. The Government will not fund certification expenses.

3) Experience: Four (4) years demonstrated experience in performing network engineer and network administration. Must have documented background in supporting Microsoft servers and back office products as well as Cisco Switches and Routers. Must have intermediate and advanced technical training, classes including: Microsoft NT Server, DNS, Networking Essentials, TCP/IP, Cisco Switches, and Internetworking with Cisco Routers.

4) Education: High School Diploma, CCNA Certification, MSCE Certification, and COMP TIA Network+ certification.

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5) Clearance: Secret

**8. Services.** Services will generally be conducted in office-type environments, with extensive travel to attend meetings, conferences, seminars, to conduct site surveys, and in some cases to observe and evaluate training exercises. Based on this requirement there are events that require 12-18 hour workdays. The contractor must be able to provide the necessary flexibility to adapt to these changing situations to include meetings or training events that start and last longer than an eight (8) hour work day; and support “short fuse” project that will require contract support during evening hours (after 6:00 PM) and an immediate response the following day.

**9. Meetings.** Periodic meetings involving the Government and the contractor are necessary to facilitate documentation and analytical support efforts. Date, time, and location for these meetings will be determined by mutual agreement between the contractor and the Contracting Officer’s Representative (COR). The contractor is expected to provide meeting minutes, briefs, and in some cases coordinate the meeting venue, agenda, and list of invitees on behalf of C2 TECOE.

## 10. Deliverables

Deliverable	Content	Due Date
Monthly Reports (note (1))	The Monthly Report will include the contract number, project manager, date, actions completed during the month, issues that arose during the month, how the issue was resolved, or the proposed resolution. It will also include the a summary of hours against completed tasks Projected and actual TAD costs and ODCs. Projected work for the next thirty days.	On the 7 <sup>th</sup> working day after the preceding month.
SOPs, Plans, POM Documents, All Written Documents to include Power Point Briefs	Content and/or objective for each of these documents is included in the SOW tasks.	In accordance with (IAW) the monthly work plan
Contractor Proposed Work Plans	Task assignment, task process, and schedule for completion	Submitted monthly, not later than two (2) weeks prior to the work period covered.
Meeting/Conference and/or Trip Reports	Event Synopsis to include purpose of trip, or meeting; who attended; what was	Three (3) Working Days after meeting/conference, or TAD trip.

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	briefed or presented; decisions made; and any required follow-up actions.	
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The Contractor will be responsible for developing a Plan of Action and Milestones (POA&M) showing the delivery schedule associated with the tasks contained in the SOW. This POA&M shall be submitted to the COR within the first 30 days of contract award, and then monthly as part of the Contractor Proposed Work Plans. Once the government accepts the POA&M, this will become the schedule by which the contractor will be evaluated. A presentation of the type and format for contractor deliverable is provided above.

## 11. Deliverable Process

The Contractor shall provide all documents to the COR for review In Accordance With (IAW) the tasks requirements and/or schedule. The COR shall review all documents and provide comments to the Contractor with 10 working days. Once the COR has provided comments, the Contractor shall have five (5) working days to correct and provide the final deliverable.

**12. Travel.** The tasks involved in this SOW shall be performed primarily at Marine Corps Base, Quantico, VA. The contractor shall travel to each MISTC site (Okinawa; Camp Pendleton, CA; Camp LeJeune, NC; Hawaii, and 29 Palms, CA) as necessary to accomplish the prescribed tasks. Travel to these locations will be approved by the COR, in writing, prior to any travel taking place.

a. Local travel costs, defined as within a 50-mile radius of Marine Corps Base (MCB), Quantico, VA, shall be borne by the Contractor.

b. Non-local travel, defined as outside a 50-mile radius of Marine Corps Base (MCB), Quantico, VA and shall be reimbursed in accordance with the Joint Travel Regulations (JTR).

**13. Government Furnished Supplies and Equipment.** The Government shall furnish office space, access to class "A" telephone service, NMCI access, and copier services and all hardware/software needed to perform this contract.

## 14. Contractor Furnished Equipment

a. The contractor shall provide for their own cell phone and blackberry service.

b. The contractor is responsible for purchase and operation of each of their supplies, respective NMCI computers, and appropriate software to communicate via e-mail, prepare written documents, briefs, and diagrams.

## 15. Period of Performance

The period of performance shall consist of a base year, from date of award, for a one (1) year period, with two (2) one (1) year option periods.

## 16. Place of Performance

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The place of performance for work associated with this contract shall be C2, TECOE located at Quantico, VA.

## **17. Options**

The optional services shall be performed only after the Contracting Officer has issued a modification to exercise the option.

## **18. Authority of Government Personnel**

The Contracting Officer is the only person who can legally modify a resulting contract or obligate the Government for expenditure of funds. Costs shall not be incurred by recipients of the solicitation in anticipation of receiving direct reimbursement from the Government.

Only the Contracting Officer has the authority to authorize deviation from the terms and conditions of any resulting contract, including deviations from specifications and Contracting Officer, such deviations shall be at the risk of, and any cost related thereto shall be borne by the Contractor. Any matter concerning a change to the scope, prices/costs, terms, or conditions of this contract shall be referred to the Contracting Officer.

## **19. Working on a Government Installation**

The Contractor shall provide each employee with an identification badge, which identifies, by photograph, the individual as an employee of the Contractor. These badges shall be worn at all times and presented for examination upon request from the Contracting Officer, COR, QA Personnel, Military Police, or any other Government Official with a need to see the badge.

The Contractor and his employees shall be subject to all traffic, security, and registration regulations for personnel and vehicles. Copies of current regulations may be obtained from the Contracting Officer.

All Contractor personnel attending meetings, answering Government telephones, working on site, where their Contractor status is not known to third parties, must identify themselves as Contractors, to include wearing ID badges, which identify them as Contractor personnel. Contractor personnel shall also ensure that when logged onto Government equipment that their profile shows them as Contractor personnel. Unless otherwise directed by the COR, all documents produced or revised by Contractors or developed through Contractor participation must be marked as "Contractor generated documents" or otherwise identified in a manner that discloses the contractor's participation.

## **20. Non-Disclosure Agreements**

All Contractor personnel receiving access to Government data or data from another Contractor through this effort must provide a signed non-disclosure statement prior to start of work. This statement shall be submitted to the Contracting Officer with a copy to the Contracting Officer's Representative (COR). All non-disclosure agreements shall be signed by all Contractor personnel involved in this effort and returned within five (5) business days after receipt of award.

## **21. Security**

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- a. Physical: The contractor shall be responsible for all government property provided for contractor use to include computer systems, furniture, and office equipment. As the end of the period of performance, all government facilities, equipment and materials shall be secured and returned to the Government.
- b. Personnel: Contractor personnel shall be eligible for and must maintain a Secret security clearance.

## **22. Key Personnel**

The Contractor hereby agrees to assign to the contract those individuals whose resumes were submitted with this proposal who are necessary to fill requirements of the contract. No substitutions shall be made except in accordance with this clause.

The Contractor agrees that during the first hundred and twenty (120) days of the contract performance period, no personnel substitutions shall be permitted unless such substitutions are necessitated by an individual's sudden illness, death, or termination of employment. In any of these events, the Contractor shall promptly notify the Contracting Officer in writing, and provide the information required as stated below. All proposed substitutions shall be submitted in writing to the Contracting Officer. This written notification shall be submitted at least fifteen (15) days, thirty (30) days if a security clearance is to be obtained, in advance of the proposed substitutions to the Contracting Officer.

All requests for substitutions must provide a detailed explanation of the circumstances necessitating the proposed substitutions; a complete resume for the proposed substitute, and any other information requested by the Contracting Officer's Representation (COR) to approve or disapprove the proposed substitution – without the Contracting Officer's approval, substitutions cannot be made. All proposal substitutes must have qualifications that are equal to or higher than the qualifications of the person being replaced. The Contracting Officer shall evaluate such requests and promptly notify the Contractor of his recommendation.

In case of unsatisfactory contractor performance, the Contractor will take appropriate corrective action within ten (10) business days of formal notification to correct the problem as identified by the COR. In the event that the problem remains unresolved in excess of ten (10) working days, the Contracting Officer will be notified by the COR so that appropriate action is taken, to include employee removal from current contract, if warranted. The Program Manager shall ensure that all Government owned property is returned to the COR should a Contractor employee be removed.

Key personnel are understood to be those individuals for whom resumes were submitted and evaluated as part of the technical proposal submission. Key personnel are required to provide support for the following areas:

The Contractor and its employees shall conduct only business covered by the Contract during periods paid for by the Government, and will not conduct any other business on Government Premises. Contractor personnel shall abide by all rules and regulations applicable to the Government premises, on which they work, including any applicable safety and security regulations as well as any measures necessary to verify Contractor labor hours. Contractor employees assigned to the Contract shall not solicit business while performing within the scope of the contract.

Personnel assigned by the Contractor to perform services under this contract shall be acceptable to the Government in terms of personal and professional conduct. Should the continued assignment of any

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person in the Contractor's organization be deemed by the COR to conflict with the interest of the Government, that person shall be immediately removed from the assignment, and the reason for removal shall be fully explained, in writing, by the COR. Employment and staffing difficulties shall not be justification for failure to meet established schedules, and if such staffing difficulties impair performance, the Contractor may be subject to default. If a dispute arises the Contracting Officer shall have the final decision.

The details of anything that the Contractor may design or develop under the contractor shall become and remain the property of the Government and shall not be published or disclosed in any manner without the express written consent of the Government.

The details of anything that may be revealed to the Contractor by the Government in the course of performing under the contract shall not be published or disclosed in any manner without the express written consent of the Government.

The Contractor shall fill any positions that become vacant within a period of ten (10) working days. Any delays in filling such vacancies past the ten (10) days period must be approved by the Contracting Officer. The C2 TECOE reserves the right to reject Contractor personnel proposed who lack the experience or qualifications necessary to perform contract requirements. Should such personnel be rejected initially, or during the course of performance, the Contractor shall propose replacement personnel within ten (10) working days, or sooner. It is essential that the Contractor be capable of providing a workforce capable of meeting the broad extent of technical expertise required, as well as demonstrating a suitable management approach to performance.

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## **SECTION D PACKAGING AND MARKING**

D-1 Packaging and marking shall be in accordance with Section D of the SeaPort-e Multiple Award IDIQ contract.



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## SECTION E INSPECTION AND ACCEPTANCE

### E-1 COR INFORMATION

E-1.1 Each individual task order shall designate a Contracting Officer's Representative (COR) who shall perform inspections and final acceptance for the Government.

E-1.2 Formal inspection and acceptance of all services shall be performed by the Government. The payment shall not be made under this contract for services performed without formal acceptance by the COR.

E-1.3 Acceptance criteria for milestones and taskers will be defined in each task order. All deliverables produced under this contract shall meet applicable standards, quality acceptance criteria, and will be accepted or rejected, in writing, by the COR within twenty (20) days of receipt unless a different period is specified in the task order.

E-1.4 The COR is the accepting authority. Failure by the government to give written notice within twenty (20) days will constitute acceptance by the Government. If rejected, the Government will list the task order deficiencies in a letter of rejection to the contractor.

E-1.5 Task order deficiencies shall be corrected within a time period agreed upon between the Contracting Officer and the Contractor. The deliverable will not be considered as having been accepted until such task order deficiencies cannot be mutually agreed upon between the parties, the Contracting Officer reserves the right to unilaterally establish a date for delivery of the corrected deliverable(s).

### E-2 AUTHORITY OF GOVERNMENT PERSONNEL

E-2.1 The Contracting Officer is the only person who can legally modify a resulting contract or obligate the Government for expenditure of funds. Costs shall not be incurred by recipients of the solicitation in the anticipation of receiving direct reimbursement from the Government.

E-2.2 ***Only the Contracting Officer*** has the authority to authorize deviation from the terms and conditions of any resulting contract, including deviations from specifications and requirements. In the event the Contractor does deviate, without written approval of the Contracting Officer, such deviations shall be at the risk of, and any cost related thereto shall be borne by the contractor. Any matter concerning a change to the scope, prices/costs, terms, or conditions of this contract ***shall be referred to the Contracting Officer.***

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## SECTION F DELIVERABLES OR PERFORMANCE

### CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following firm items are from date of task order award through 12 months thereafter, estimated at:

2000AA	6/7/2009 - 9/30/2009
3000AA	6/7/2009 - 9/30/2009
3000AB	6/7/2009 - 9/30/2009

The period of performance for the following option items are from date of option exercise through 12 months thereafter, estimated at:

5000AA	10/1/2009 - 9/30/2010
5001AA	10/1/2010 - 9/30/2011
5002AA	10/1/2011 - 9/30/2012
5003AA	10/1/2012 - 9/30/2013
6000AA	10/1/2009 - 9/30/2010
6000AB	10/1/2009 - 9/30/2010
6001AA	10/1/2010 - 9/30/2011
6001AB	10/1/2010 - 9/30/2011
6002AA	10/1/2011 - 9/30/2012
6002AB	10/1/2011 - 9/30/2012
6003AA	10/1/2012 - 9/30/2013
6003AB	10/1/2011 - 9/30/2012

**Services to be performed for the Base Year will be from the Date of Award - 30 September 2009.**

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## SECTION G CONTRACT ADMINISTRATION DATA

### USMC WIDE AREA WORKFLOW IMPLEMENTATION (AUG 2006)

To implement DFARS 252.232-7003, "ELECTRONIC SUBMISSION OF PAYMENT REQUEST (JAN 2004)", the United States Marine Corps (USMC) utilizes Wide Area WorkFlow-Receipt and Acceptance (WAWF-RA) to electronically process vendor requests for payment. This application allows DoD vendors to submit and track Invoices and Receipt/Acceptance documents electronically.

The contractor is required to utilize this system when processing invoices and receiving reports under this contract/order, unless the provision at DFARS 252.232-7003(c) applies. **The contractor shall (i) ensure an Electronic Business Point of Contact is designated in Central Contractor Registration at <http://www.ccr.gov> and (ii) register to use WAWF-RA at the <https://wawf.eb.mil> site, within ten (10) calendar days after award of this contract or modification. Step by step procedures to register are available at the <https://wawf.eb.mil> site.**

**The USMC WAWF-RA point of contact (POC)** for this contract is **Mrs. Casey Evans**, and can be reached at telephone number **(703) 784-1928**; email address [casey.evans@usmc.mil](mailto:casey.evans@usmc.mil)

The contractor is directed to use the **COMBO** format when processing invoices and receiving report.

**When entering the invoice into WAWF-RA, the contractor shall fill in the following DoDAAC fields or DoDAAC extensions:**

**The Contracting Office provides the following to assist the contractor with entering data in WAWF-RA, as follows:**

Contract Number	<b>N000178-05-D-4328</b>
Delivery Order	<b>MUT3</b>
Cage Code/Ext	<b>1YYU3</b>
Pay DoDAAC	<b>M67443</b>
Issue Date	<b>Refer to Page 1, Block #31c</b>
Issue By DoDAAC	<b>M00264</b>
Admin By DoDAAC	<b>M00264</b>
Ship To Code/Ext	<b>M42001</b>
Ship From Code/Ext	(Normally leave Blank)
LPO DoDAAC	"Leave Blank" (Instruct the contractor to leave blank unless Navy Pay Office. If so, insert correct LPO DoDAAC)
Acceptor Email Address	<b>BARRY.A.GRAY@USMC.MIL</b>
Inspect By DoDAAC/Ext	"Leave Blank" (Instruct the contractor to leave blank unless inspected at Source-then the source inspection DoDAAC should be entered which is normally a DCMA DoDAAC)

In some situations the WAWF-RA system will pre-populate the "Issue By DoDAAC", "Admin By DoDAAC" and "Pay DoDAAC". Contractor shall verify those DoDAACs automatically entered by the WAWF-RA system match the above information. If these DoDAACs do not match, then the contractor shall correct the field(s) and notify the Contracting Officer of the discrepancy (ies). Step by step WAWF-RA invoicing

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procedures for "Combo," "2-in-1," and "Cost Voucher" are available at the USMC paperless site at <http://www.marcorsyscom.usmc.mil/sites/pa/> under "Vendor Interface" section. On the Vendor Interface page click on "WAWF-RA" header at the top of the page. Under downloads on the WAWF-RA page that appears, click the appropriate document either "Combo," "2-in-1," or "Cost Voucher" to download the instructions.

**NOTE TO CONTRACTOR:**

Before closing out of an invoice session in WAWF-RA, but after submitting the document or documents, the contractor will be prompted to send additional email notifications. Contractor shall click on "Send More Email Notification" on the page that appears. Add the acceptor's/receiver's email address (Note this address is their work email address not their WAWF-RA organizational email address) in the first email address block and add any other additional email addresses desired in the following blocks. This additional notification to the Government is important to ensure the acceptor/receiver is aware that the invoice documents have been submitted into the WAWF-RA system.

NOTE: The POCs identified above are for WAWF-RA issues only. Any other contracting questions/problems should be addressed to the Contracting Officer or other person identified in the contract to whom questions are to be addressed.

(End of clause)

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Accounting Data
SLINID  PR Number      Amount
-----
2000AA  M4200109SUMZ011  333914.57
LLA :
AA 179110627M0 250 67856 067443 2D M42001 9SUMZ011MZDN

3000AA  M4200109SUMZ011  3333.33
LLA :
AA 179110627M0 250 67856 067443 2D M42001 9SUMZ011MZDN

3000AB  M4200109SUMZ011  10000.00
LLA :
AA 179110627M0 250 67856 067443 2D M42001 9SUMZ011MZDN

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## **SECTION H SPECIAL CONTRACT REQUIREMENTS**

### **H-1 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 SET-ASIDE, 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.

### **H-2 SPECIAL CONTRACT REQUIREMENT REGARDING NON-DISCLOSURE OF INFORMATION**

In the course of performing this contract/order, the Contractor may be or has been given access to and entrusted with various forms of information/data from a wide variety of sources which the Contractor would not otherwise be entitled to be in possession of. The information/data may be in the form of Source Selection Information as defined in Federal Acquisition Regulation (FAR) 3.104-3 (e.g., source selection plans, contractor proposals before being made public, ranking of proposals); other nonpublic sensitive Government information such as: proprietary information (e.g., information submitted by a contractor and identified as "Business Sensitive" with a restrictive legend per FAR 52.215-1; advanced procurement information (e.g., future requirements, statements of work, and acquisition strategies); trade secrets and other confidential business information (e.g., confidential business information submitted by a contractor); Government attorney work product; information protected by the Privacy Act (e.g., social security numbers, home addressees and telephone numbers of Government employees); and other sensitive information that would not be released by the Marine Corps under the Freedom of Information Act (e.g., program, planning and budgeting system information, workload data, and performance systems data). Data includes all data, information and software, regardless of the medium (e.g. electronic or paper) and/or format in which the data exists, and includes data which is derived from, based on, incorporates, includes or refers to such Source Selection, Business Sensitive and/or proprietary data (collectively referred to herein as "the data").

This Special Contract Requirement implements Defense FAR Supplement (DFARS) 252.204-7000, "DISCLOSURE OF INFORMATION."

As a condition to receiving access to the data, the Contractor shall: (1) prior to having access to proprietary data, obtain the agreement of the applicable person or entity to permit access by the Contractor to such data; (2) use the data solely for the purpose of performing duties under this contract/order; (3) not discuss with, disclose, release, reproduce or otherwise provide or make available the data, or any portion thereof, to any employee of the Contractor unless and until such person has executed a copy of the individual non-disclosure agreement for this contract/order; (4) not discuss with, disclose, release, reproduce or otherwise provide or make available the data, or any portion thereof, to any non-Government person or entity (including, but not limited to any subcontractor, joint venture, affiliate, successor or assignee of the Contractor), unless the Contracting Officer (and any company claiming the data is proprietary) have given prior written approval, AND the person receiving the data has executed an individual non-disclosure agreement for this contract/order; (5) establish safeguards to protect such data

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or software from unauthorized use or disclosure; and (6) indoctrinate its personnel who will have access to the data as to the restrictions under which access is granted. Any other use, disclosure, release or reproduction is unauthorized and may result in substantial criminal, civil and/or administrative penalties to the Contractor or to the individual who violates this special contract requirement or non-disclosure agreement.

Appropriate restrictive legends will be included by the Contractor on any copies and reproductions made of all or any part of the data and any data that is derived from, based upon, incorporates, includes or refers to the data. When the Contractor's need for such data ends, the data shall be returned promptly (within 10 business days) to the appropriate Government Program personnel. However, the obligation not to discuss, disclose, release, reproduce or otherwise provide or make available such data, or any portion thereof, shall continue, even after completion of this contract/order. Any actual or suspected unauthorized use, disclosure, release, or reproduction of such data or violation of this agreement, of which the company or any employee is or may become aware, will be reported promptly (within one business day) to the Contractor's Program Manager, who will inform the Contracting Officer within five business days of receiving the report.

### **H-3 ORGANIZATIONAL CONFLICT OF INTEREST (SPECIFICATION PREPARATION)**

(a) This contract, in whole or in part, provides for the Contractor to draft and/or furnish specifications in support of \_\_\_\_\_ [*Contracting officer identify system or program*]. Further, this contract may task the Contractor to prepare or assist in preparing work statements that directly, predictably and without delay are used in future competitive acquisitions in support of \_\_\_\_\_ [*Contracting officer identify program*]. The parties recognize that by the Contractor providing this support a potential conflict of interest arises as defined by FAR 9.505-2.

(b) During the term of this contract and for a period of one base year period and two one-year option periods after completion of this contract, the Contractor agrees that it will not supply as a prime contractor, subcontractor at any tier, or consultant to a supplier to the Department of Defense, any product, item or major component of an item or product, which was the subject of the specifications and/or work statements furnished under this contract. The contractor shall, within 15 days after the effective date of this contract, provide, in writing, to the Contracting Officer, a representation that all employees, agents and subcontractors involved in the performance of this contract have been informed of the provisions of this clause. Any subcontractor that performs any work relative to this contract shall be subject to this clause. The Contractor agrees to place in each subcontract affected by these provisions the necessary language contained in this clause.

(c) For the purposes of this clause, the term "contractor" means the contractor, its subsidiaries and affiliates, joint ventures involving the contractor, any entity with which the contractor may hereafter merge or affiliate and any other successor or assignee of the contractor.

(d) The Contractor acknowledges the full force and effect of this clause. It agrees to be bound by its terms and conditions and understands that violation of this clause may, in the judgment of the Contracting Officer, be cause for Termination for Default under FAR 52.249-6. The Contractor also acknowledges that this does not represent the sole and exclusive remedy available to the Government in the event the Contractor breaches this or any other Organizational Conflict of Interest clause.

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(End of clause)

#### **H-4 Working on Government Installations**

H-4.1 The Contractor shall provide each employee with an identification badge, which identifies by photograph the individual as an employee of the Contractor. These badges shall be worn at all times and presented for examination upon the request from the KO, COR, QA Personnel, Military Police or any other Government official with a need to see the badge.

H-4.2 The Contractor and his employees shall be subject to all traffic, security and registration regulations for personnel and vehicles. Copies of current regulations may be obtained from the KO.

H-4.3 All contractor personnel attending meetings, answering Government telephones, working on site, where their contractor status is not known to third parties, must identify themselves as contractors, to include wearing ID badges, which identify them as contractor personnel. Unless otherwise directed by the COR, all documents produced or revised by contractors or developed through contractor participation must be marked as “contractor generated documents” or otherwise identified in a manner that discloses the contractor’s participation.

H-4.4 Only the KO has the authority to authorize deviations from the terms and conditions of this contract, including deviations from specifications and requirements. In the event the Contractor does deviate, without written approval of the KO, such deviations shall be at the risk of, and any cost related thereto shall be borne by the contractor. Any matter concerning a change to the scope, prices, terms, or conditions of this contract shall be referred to the KO.

H-4.5 The COR will be identified at time of award.

H-4.6 The Contractor shall obtain and manage the minimum kinds of insurance during the performance of this contract as specified by FAR 28.307-2, Liability and/or 52.228-7, Insurance-Liability to Third persons.

**H-5** The Government acquires unlimited rights in all data and deliverables first produced in the performance of this contract and in all data that constitutes manuals or instructional and training materials furnished for use under this contract. The Governments data rights are set forth in DFARS 252.227-7015, Technical Data - Commercial Items, DFARS 252.227-7014, Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation and DFARS 252.227-7013, Technical Data - Noncommercial Items.

**H-6** Property models must not be used for any task order under this contract without specific, written approval, by the contracting officer prior to start of any work.

52.219-27 NOTICE OF TOTAL SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS SET-ASIDE (May 2004)

(a) Definition. “Service-disabled veteran-owned small business concern”— (1) Means a small business concern— (i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly

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owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and (ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a service-disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran. (2) "Service-disabled veteran" means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

(b) General. (1) Offers are solicited only from service-disabled veteran-owned small business concerns. Offers received from concerns that are not service-disabled veteran-owned small business concerns shall not be considered. (2) Any award resulting from this solicitation will be made to a service-disabled veteran-owned small business concern.

(c) Agreement. A service-disabled veteran-owned small business concern agrees that in the performance of the contract, in the case of a contract for— (1) Services (except construction), at least 50 percent of the cost of personnel for contract performance will be spent for employees of the concern or employees of other service-disabled veteran-owned small business concerns; (2) Supplies (other than acquisition from a nonmanufacturer of the supplies), at least 50 percent of the cost of manufacturing, excluding the cost of materials, will be performed by the concern or other service-disabled veteran-owned small business concerns; (3) General construction, at least 15 percent of the cost of the contract performance incurred for personnel will be spent on the concern's employees or the employees of other service-disabled veteran-owned small business concerns; or (4) Construction by special trade contractors, at least 25 percent of the cost of the contract performance incurred for personnel will be spent on the concern's employees or the employees of other service-disabled veteran-owned small business concerns.

(d) A joint venture may be considered a service-disabled veteran owned small business concern if— (1) At least one member of the joint venture is a service-disabled veteran-owned small business concern, and makes the following representations: That it is a service-disabled veteran-owned small business concern, and that it is a small business concern under the North American Industry Classification Systems (NAICS) code assigned to the procurement; (2) Each other concern is small under the size standard corresponding to the NAICS code assigned to the procurement; and (3) The joint venture meets the requirements of paragraph 7 of the explanation of Affiliates in 19.101 of the Federal Acquisition Regulation. (4) The joint venture meets the requirements of 13 CFR 125.15(b).

(e) Any service-disabled veteran-owned small business concern (nonmanufacturer) must meet the requirements in 19.102(f) of the Federal Acquisition Regulation to receive a benefit under this program.



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## SECTION I CONTRACT CLAUSES

All terms and conditions of the basic contract shall be incorporated at award.

### FAR 52.216-1 TYPE OF CONTRACT (APR 1984)

The Government contemplates award of a Firm Fixed Price contract resulting from this solicitation.

### FAR 52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 60 days.

### FAR 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

- (a) The Government may extend the term of this contract by written notice to the Contractor within 60 days; provided that the Government gives the Contractor's preliminary written notice of its intent to extend at least 60 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 task order, including the exercise of any options under this clause, shall not exceed three years.

### DFARS 252.211-7003 ITEM IDENTIFICATION AND VALUATION (AUG 2008)

### DFARS 252.227-7013 RIGHTS TO TECHNICAL DATA -NONCOMMERCIAL ITEMS (NOV 1995)

### DFARS 252.227-7014 RIGHTS IN NONCOMMERCIAL COMPUTER SOFTWARE AND NONCOMMERCIAL COMPUTER SOFTWARE DOCUMENTATION (JUN 1995)

### DFARS 252.227-7015 TECHNICAL DATA - COMMERCIAL ITEMS (NOV 1995)

### FAR 52.204-9 PERSONAL IDENTITY VERIFICATION OF CONTRACTOR PERSONNEL (NOV 2006)

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## **SECTION J LIST OF ATTACHMENTS**

Non-Disclosure Agreement