AWARD PIID: 47QFSA23F0009 **Project Name:** 53rd Wing Technical Support Services **Customer Organization:** Department of the Air Force 53rd Wing, Computer Systems Squadron Eglin AFB, FL **Contracting Officer's Representative (COR)** Mickey Clements 53rd Wing Operations Eglin AFB, FL 32542 Phone: (b) (6) [redacted] FAX: 850-883-3999 E-mail: (b) (6) [redacted] **Alternate Contracting Officer's Representative (COR)** Belvin McDonald 53rd Wing Operations Eglin AFB, FL 32542 Phone: (b) (6) [redacted] FAX: 850-883-3999 E-mail: (b) (6) [redacted] Wing-Kei Rushing 53rd Wing Operations Eglin AFB, FL 32542 Phone: (b) (6) [redacted] E-mail: (b) (6) [redacted]	**GSA Points of Contact:** **GSA Senior Contracting Officer:** Mike Giordano 77 Forsyth St SW Atlanta, GA 30303-3490 Phone: (b) (6) [redacted] Email: michael.giordano@gsa.gov **GSA Alternate Senior Contracting Officer:** Lisa Younghanse 77 Forsyth St SW Atlanta, GA 30303-3490 Phone: (b) (6) [redacted] Email: lisa.younghanse@gsa.gov **GSA Contract Specialist:** David Taylor Lisa Younghanse 77 Forsyth St SW Atlanta, GA 30303-3490 Phone: (b) (6) [redacted] Email: david.l.taylor@gsa.gov
☒ Firm Fixed Price ☐ Labor Hour ☐ Time and Material ☒ Cost (Award Fee) ☒ Performance Based	☒ Severable ☐ Non-Severable ☐ Fully Funded ☒ Incrementally Funded

Modification History and PWS Version Date

PERFORMANCE WORK STATEMENT (PWS)

53rd Wing Technical Support Services
AWARD PIID: 47QFSA23F0009

Date: December 29, 2022

1.0 Introduction: Work is to be accomplished for the United States Air Force (USAF), 53rd Wing (WG) Operations.

1.1 Scope: This task order shall provide support directly to the 53rd WG and Department of Defense (DoD) agencies involved with 53rd WG operations (to include F-35 joint operations). The 53rd WG requires Information Technology (IT) technical support for weapons and computer systems to support systems development and operations activities. This support includes a wide variety of combat systems engineering network support, test and evaluation support, security (computer/physical/personnel), software, database and computer systems development, network systems operation support, project and configuration management, video teleconferencing (VTC), and operational test and evaluation support. These efforts are required for USAF and DoD agencies military operations including Foreign Partners, Foreign Military Sales (FMS) defense programs, and military operations. These communications and weapons systems are interrelated due to coordinated development programs, weapons systems integration issues, and use of common communications systems, databases and test assets.

1.2 Background: The Air Combat Command, 53rd Wing Operations, located at Eglin Air Force Base, Fla., serves as the focal point for the Combat Air Forces in electronic warfare, armament and avionics, chemical defense, reconnaissance and aircrew training devices. The wing is responsible for operational testing and evaluation of new equipment and systems proposed for use by these forces. Current wing initiatives include advanced self-protection systems for combat aircraft, aircrew life support systems, aerial reconnaissance improvements, new armament and weapons delivery systems, and improved maintenance equipment and logistics support. Over the past several years, many new projects/capabilities have been added to the 53rd Wing mission requirements to support these initiatives, and additional requirements may be added throughout the life of this task order.

1.3 Objective: The objective of this task order is to provide Information Technology (IT) technical support for weapons and computer systems to support systems development and operations activities for the 53rd Wing. Additional program objectives include obtaining and maintaining a stable, highly technical, trained, and responsive workforce that ensures an efficient use of resources.

1.4 Task Order Type: Performance Based, Severable, Hybrid, Cost Plus Award Fee (CPAF) and Firm-Fixed Price (FFP).

1.5 Place of Performance: Eglin AFB FL, Nellis AFB NV, Tyndall AFB FL, Lackland AFB TX, Creech AFB NV, Patuxent River MD, Hanscom AFB, MA **and Hill AFB, UT.**

- Total number of different sites at Eglin AFB:

53 CSS	6 Locations
28 TES	2 Locations
OFP/CTF	2 Locations
36 EWS	2 Locations
513 EWS	1 Locations
16 EWS	2 Locations
39 EWS	**1 Location**

- Total number of different sites at Nellis AFB:

53 CSS	2 Location
53 WG/AP OL-A	1 Location

- Total number of different sites at Creech AFB:

TBD	1 Location

- Total number of locations at Tyndall AFB:

83FWS	1 Location

- Total number of locations at Lackland AFB:

453 EWS	1 Location

- Total number of locations at Patuxent River MD

TBD	1 Location

- Total number of locations at Hanscom AFB:

SAF	1 Location

- **Total number of locations at Hill AFB:**

86 FWS	**1 Location**

Organizational Acronyms:
53 CSS- 53 Computer Systems Squadron
28 TES- 28 Test & Evaluation Squadron
OFP/CTF- Operational Flight Program/Combined Test Force
36 EWS- 36 Electronic Warfare Squadron
513 EWS- 513 Electronic Warfare Squadron
16 EWS- 16 Electronic Warfare Squadron
53 WG/AP OL-A 0 Advanced Program Operating Location –A
83FWS – 83 Fighter Weapons Squadron
SAF - Secretary of the Air Force
453 EWS – 453 Electronic Weapons Squadron

1.6 Hours of Operation: The core customer service hours are 7:30AM to 4:30PM, Monday-Friday (excluding Federal holidays) local time for the place of performance. However, the workday begins at 5:00AM and ends at 7:00PM. The normal duty day requirement is eight hours per day, however, when TDY, work hours may vary.

Due to changing mission requirements, the potential exists that "shift work" may be required. When it is determined that "shift work" will be required, work hours and positions impacted will be provided to the contractor. The exact time each shift will begin and end will be determined by the COR. It is anticipated that at the start of the task order performance that there will be two eight-hour shifts per day supporting the F-35 reprogramming operations which will expand to three shifts per day if required.

If government personnel are directed to not report to their assigned work location (i.e. due to hurricane evacuation or another contingency situation), contractor employees shall not report to the performance/assigned location either unless otherwise directed by the COR. Any additional Presidential declared Holiday (not one of the standard 11 Federal holidays) or otherwise declared down day will not be a recognized holiday for the contractors. On military "down days", contractor personnel will work at the performance/assigned location only when government personnel are at work. The contractor may have a designated company location/locations to provide contractor personnel an alternate location to perform unclassified services in support of this task order (i.e. training, etc.). Contractors shall either be at work at the performance/assigned location, a company designated location, or they will be on leave. The contractor shall only charge for labor hours worked.

The services on the basic contract, and the services for this task order, are principally for services performed by labor considered bona-fide executive, administrative, and professional. Therefore, a SCA wage determination is not incorporated. Overtime, defined as time-and-a half of an hourly wage, is not anticipated. However, any use of overtime must be pre-approved by the COR.

Extended hours are defined as any hours in excess of eighty (80) hours in a two (2) week billing period at the established employee hourly rate. Extended hours may be authorized by the COR. Any use of extended hours must be pre-approved by the COR.

In some cases, contractor personnel may be allowed to use the Extra Day Off (EDO) schedule (5-4-9). However, this will be approved on a case-by-case basis with mission needs taking priority. Before a contractor can utilize the EDO schedule, it must be approved by the unit commander and COR.

Authorized breaks, such as lunch, cannot be missed to allow a contractor employee to come in later or leave earlier than the normal scheduled duty day.

The Contractor is fully responsible to ensure compliance with the Department of Labor (DoL) regulations regarding pay and benefits for all employees working on this task order or any other federal contract.

1.7 Period of Performance: This Bridge is an ongoing severable service task order composed of a three (3) month base period, followed by one (1) two (2) month option period, and one six (6) month extension of services if required. The period of performances for the overall task order are listed below:

Base Period:	02/01/2023 – 05/31/2023
Option Period:	06/01/2023 – 07/31/2023
Ext. of Services:	08/01/2023 – 01/31/2024

1.8 <u>Contracting Officer Representative (COR):</u> A COR means an individual authorized in writing by the CO to provide technical direction within the scope of this task order and perform other specific technical or administrative functions. The Contractor will receive a copy of the written designation. It will specify the extent of the COR's authority to act on behalf of the CO. The COR is not authorized to make any commitments or changes that will affect the scope (price, work quality, quantity, delivery, or any other term or condition of the contract). Only the CO has the authority to make changes to the terms and conditions of this task order. Any change to this task order shall be made in writing by issuance of a task order modification signed by the CO. The Contractor is responsible for ensuring that all Contractor personnel are notified of the responsibilities, authority and/or limitations of the CO and COR. Changes, whether within or out of scope of this contract, performed by Contractor personnel without specific prior written authorization from the CO shall not be binding on the Government, nor shall the Government be obligated to pay any costs associated therewith. The Contractor assumes liability for any and all costs resulting directly or indirectly from the performance of unauthorized work by Contractor personnel.

1.9 Workforce Projection: The exact level of effort required varies based on internal and external factors including the initiatives and operational tempo of the 53rd WG as well as the experience and expertise of the vendor. Appendix 1 of this PWS, Workforce Projection, represents the Government's best available tool to communicate the required needs for each location in order to meet the performance requirements of this task order. The Workforce Projection only reflects a current snapshot of the Government's projected labor mix for the level of effort required. An offeror's quote for the base and option years shall be based on this level of effort projected and the PWS requirements stated herein. It will remain as part of the task order award as a basis for any future modifications. *However, the offeror's pricing spreadsheet submitted with the quote, and after award the most current pricing spreadsheet submitted thereafter, will be utilized to account for the task order's current workforce/level of effort.*

1.10 CLIN Structure and CLIN Activation for Projected Services: The certainty level of the task order requirements ranges from "known to unknown" to "known with varying

degrees of certainty". Every effort has been made by the Government to structure an acquisition vehicle for a complex requirement that takes into consideration the elements of selecting the contract type, future contract administration efforts and current and projected mission needs. The result is a hybrid contract CLIN structure that best aligns the varying degrees of certainty.

The below table is organized by utilizing a CLIN nomenclature and title with various PWS performance section references. This structure is further reflected in the requirement's Workforce Projection (see Appendix 1).

Some CLINs have projected services and are identified as "No" in the "Activated" column; these CLINs are dormant CLINs and will function similarly to a CLIN for Reimbursable Costs where it will not be utilized until 1) the need has been identified and approved and 2) it is funded (in whole or in part). These "dormant" CLINs are valid projected needs, but due to planning and budget constraints, they will only be funded and activated should the projected need come into fruition. The contractor's rates will be pre-determined in their quote based on the Workforce Projection and evaluated accordingly, but these dormant CLINs will not be funded or utilized at the initial task order award. However, dormant CLINs may be activated at any point during the life of the task order during the remaining period of performance and the labor positions within each CLIN funded in whole or part based on funding availability. It is anticipated that if the services on a CLIN are activated, the services within the CLIN will be continuous from the effective date of activation through the life of the task order if the options are exercised. The 53rd WG operates in a very dynamic research, development, and testing environment where the certainty, timing and funding of various needs is difficult to accurately project; however, when required these requirements must be filled in a timely manner in order to fulfill mission operations. Reference PWS Section 3.17 for additional information.

4 Month Base Period				
CLIN	***Title***	***Contract Type***	***Activated***	***PWS Ref***
0001	Mission Support Center Services – Single Shift (Information Technology & Support Services)	CPAF	Yes	3.0
0002	Specialized Software Testing and Support Services	FFP	Yes	3.0, 3.15
0003	Other Direct Costs (ODCs)	Cost	Yes	17.0
0004	GWAC Contract Access Fee (CAF)	Cost	Yes	Basic Contract
0005	Award Fee	CPAF	Yes	10.0
0006	Mission Support Center – Second Shift – Eglin AFB	CPAF	No	3.0, 3.17.1
0007	Mission Support Center – Third Shift – Eglin AFB	CPAF	No	3.0, 3.17.2
0008	Mission Support Center – Second Shift – Nellis AFB	CPAF	No	3.0, 3.17.3
0009	Mission Support Center – Third Shift – Nellis AFB	CPAF	No	3.0, 3.17.4
0010	F-35 Partner Reprogramming Lab Support	CPAF	Yes	3.0, 3.17.5
0011	Additional Organizational Support	CPAF	No	3.0, 3.17.6

0012	Penetration Testing	CPAF	No	3.0, 3.17.7
2 Month Option Period				
CLIN	***Title***	***Contract Type***	***Activated***	***PWS Ref***
1001	Mission Support Center Services – Single Shift (Information Technology & Support Services)	CPAF	Yes	3.0
1002	Specialized Software Testing and Support Services	FFP	Yes	3.0, 3.15
1003	Other Direct Costs (ODCs)	Cost	Yes	17.0
1004	GWAC Contract Access Fee (CAF)	Cost	Yes	Basic Contract
1005	Award Fee	CPAF	Yes	10.0
1006	Mission Support Center – Second Shift – Eglin AFB	CPAF	Yes	3.0, 3.17.1
1007	Mission Support Center – Third Shift – Eglin AFB	CPAF	No	3.0, 3.17.2
1008	Mission Support Center – Second Shift – Nellis AFB	CPAF	No	3.0, 3.17.3
1009	Mission Support Center – Third Shift – Nellis AFB	CPAF	No	3.0, 3.17.4
1010	F-35 Partner Reprogramming Lab Support	CPAF	Yes	3.0, 3.17.5
1011	Additional Organizational Support	CPAF	Yes	3.0, 3.17.6
1012	Penetration Testing	CPAF	No	3.0, 3.17.7
Six Month Extension of Services				
CLIN	***Title***	***Contract Type***	***Activated***	***PWS Ref***
2001	Mission Support Center Services – Single Shift (Information Technology & Support Services)	CPAF	Yes	3.0
2002	Specialized Software Testing and Support Services	FFP	Yes	3.0, 3.15
2003	Other Direct Costs (ODCs)	Cost	Yes	17.0
2004	GWAC Contract Access Fee (CAF)	Cost	Yes	Basic Contract
2005	Award Fee	CPAF	Yes	10.0
2006	Mission Support Center – Second Shift – Eglin AFB	CPAF	Yes	3.0, 3.17.1
2007	Mission Support Center – Third Shift – Eglin AFB	CPAF	No	3.0, 3.17.2
2008	Mission Support Center – Second Shift – Nellis AFB	CPAF	No	3.0, 3.17.3
2009	Mission Support Center – Third Shift – Nellis AFB	CPAF	No	3.0, 3.17.4
2010	F-35 Partner Reprogramming Lab Support	CPAF	Yes	3.0, 3.17.5
2011	Additional Organizational Support	CPAF	Yes	3.0, 3.17.6
2012	Penetration Testing	CPAF	No	3.0, 3.17.7

1.11 Personal Service: The Government has determined that use of the GSA Alliant contract to satisfy this requirement is in the best interest of the government, economic and other factors considered, and this task order is not being used to procure personal services prohibited by the Federal Acquisition Regulation (FAR) Part 37.104 titled "Personal Services Contract". The Government will neither supervise Contractor employees nor control the method by which the Contractor performs the required tasks. Under no circumstances shall the Government assign tasks to, or prepare work schedules for, individual Contractor employees. It shall be the responsibility of the

Contractor to manage its employees and to guard against any actions that are of the nature of personal services, or give the perception of personal services.

2.0 Management Requirements:

2.1 Key Personnel: A single onsite task lead shall be designated for the overall effort. The task lead shall have and be able to maintain a Top Secret clearance, and be an experienced and responsible individual accustomed to liaison activity with management-level activities of DoD. The task lead shall be responsible for the actions necessary to ensure efficient task management and shall be delegated the necessary authority to make on-site decisions. These actions include control over personnel utilization and hours expended and authorization of material and travel expenditures. The task lead is considered key personnel and needs to be identified in the transition plan. Task lead duties can be combined with other technical duties performed in Section 3.0. For example, the task lead may also be a senior technical employee performing both functions (i.e. 25% - 75% respectively). Key personnel communicated in the contractor's quote may not be substituted without notification to the COR and GSA contracting officer. Any substitution of key personnel must be of equally qualified individuals as those identified in the contractor's quote. The contractor shall attach a copy of the qualifications and request validation/approval through the GSA ASSIST 2.0, https://assist.gsa.gov/home.

2.2 Contractor Management: Contractor management is responsible for hiring and maintaining a qualified, professional and motivated work force and promoting an organizational culture that fosters teamwork, integrity, continuous improvement and effective resource management. The Contractor shall successfully integrate and coordinate all activities needed to execute the requirements and maintain continuity between the functional and support operations at various performance location(s). The Contactor shall provide fully trained and experienced personnel required for performance. Initial and refresher training shall be provided to ensure the Contractor employees maintain the currency of their qualifications required to meet the PWS requirements. The Contractor shall train Contractor personnel, at its own expense except when the Government has given prior approval for specific training to meet special requirements peculiar to this task order (i.e. new technology, etc.).

2.2.1 Business Relations: The Contractor shall seek to obtain customer satisfaction. The Contractor shall be responsive to task requirements and to the requirements of the 53rd Wing organizations. The Contractor shall proactively manage corrective action plans, timely identification of issues, and effective management of resources and subcontractors.

2.2.2 Subcontract Management: The requirements of this task order that apply to the Contractor and Contractor personnel also apply to the subcontractor and subcontractor personnel. The Contractor shall be responsible for any subcontract management necessary to integrate work performed on this requirement and shall be responsible and accountable for all subcontractor cost, performance and personnel issues on this requirement. Contractors must ensure there are no Organizational Conflicts of Interest (OCI) issues with their subcontractors.

2.2.3 <u>Maintaining Staffing Requirements</u>: Expected and unexpected employee absences and vacancies shall be managed by the contractor to ensure continuity of operations without degradation. Maintaining experienced personnel to perform the specific requirements in this PWS is important to the Government and critical to mission success; however, some turnover is still likely. As soon as the contractor is notified (by the employee or otherwise) that they will have a vacancy due to a contractor or sub-contractor employee permanently leaving an established labor position, the contractor shall first contact the COR to collaborate with the Government to determine if the vacant position is still necessary based on workload requirements and Government need. If the position is required, the contractor must hire a qualified replacement with the appropriate security clearance; the qualified replacement must be on-site and performing their tasks within 45 calendar days of the COR's written concurrence to fill the vacant position. For Firm Fixed Priced positions, if the contractor is unable to have a qualified replacement on-site and performing their tasks within 45 calendar days, the pro-rated cost (total hours not worked x position's fully burdened rate) will be subtracted from the contractor's invoice retroactively from the original date of COR notification.

2.2.4 <u>Standards of Conduct and Appearance</u>: The Contractor shall ensure that their employee policy for standards of conduct and personal appearance foster a professional and safe work environment that conforms to the Government's existing organizational culture and employee standards. Contractor employees who pose a threat to the safety or welfare of the installation or its personnel may be immediately removed and/or barred from the installation.

2.2.5 <u>Resource Management</u>: The contractor is responsible to effectively and efficiently manage the resources and processes under its control in the performance of this task order. The contractor shall proactively seek cost control measures or operational efficiencies that do not increase costs under this task order. Areas for consideration include staying within the ceiling amounts as proposed by the contractor, effectively managing Other Direct Costs, or areas where potential exists to improve processes/procedures which can demonstrate cost savings while maintaining current capability or improving capability without increasing costs. For recommendations to improve processes/decrease costs the contractor must include an analysis of the short term and long term benefits; if recommendations are accepted, the COR must approve the implementation for consideration in the award fee evaluation period.

2.3 Contractor Identification in the Government Workplace: All Contractor personnel shall be required to wear the government issued installation photo identification badges that stipulate Contractor company name and the government issued Common Access Card (CAC) so as to distinguish contract personnel from Government employees. The Contractor Personnel shall identify themselves as Contractors when communicating during all business interactions, over the telephone, or via electronic mail. Contractors shall identify themselves (as Contractors) on any attendance sheet or any coordination documents they may review. Electronic mail signature blocks shall identify their company affiliation.

2.4 Drug Testing: Consistent with DFARS clause 252.223-7004, Drug-Free Work Force, the Contractor shall have employees tested for the influence of alcohol, drugs,

or other incapacitating agent.

2.5 Contractor Transition Tasks: Early coordination, communication and preparation are keys to a successful transition. A transition plan will ensure an orderly and efficient transition between the in-coming Contractor and the incumbent Contractor. The Contractor shall be required to submit a Transition-In Plan and a Transition-Out Plan as delineated in the subparagraphs below.

Transition-In Plan: The Transition-In Plan will be submitted with the offeror's quote as part of the evaluation factors. The Transition-In Plan will be implemented on day one of when the offeror is notified of task order award. The Transition-In Plan must take into account that the Government requires a minimum of 15 work days for administrative processing of new contractor employees assuming there are no issues with the information on the personnel provided to the Government. The Government will require the Contractor to be fully operational, to include properly cleared personnel at the appropriate classification level, on the first day of task order performance. Therefore, as soon as possible after award notification, it is necessary to provide the Government with appropriate security documentation which will include the names and social security numbers of each employee. At a minimum, the Transition-In Plan shall include the following:

a. Identification, by name and position, of each team member on the Transition Team along with each person's associated responsibilities.
b. Describe management's involvement with the transition.
c. Provide detailed steps of the transitioning-in activities with completion dates for each activity
d. Explain the initial recruitment and hiring process for this requirement.
e. Identify how personnel will meet all qualifications AND have the appropriate personnel security clearances prior to day one of task order performance
f. Identify how the sole source subcontracting support identified in paragraphs 17.4.1 and 17.4.2 of the PWS would be acquired, if required by the Government.
g. Identify the name and provide the qualifications and the responsibilities that will be given to the projected on-site task lead listed in PWS paragraph 2.1.
h. Identify how the appropriate facility clearance will be obtained prior to task order performance.
i. State the company's CAGE Code and Cognizant Security Office Name, Address and Zip Code.

Transition status updates shall be provided after task order award as directed by the COR.

Transition Out: The contractor shall develop a "Transition-Out Plan" to facilitate the accomplishment of a seamless transition from the incumbent to incoming contractor/government personnel at the expiration of this task order. The contractor shall provide a Transition-Out Plan NLT ninety (90) calendar days prior to expiration of the task order. The contractor shall identify how it will coordinate with the incoming and or government personnel to transfer knowledge regarding the following: project management

processes, points of contact, location of technical and project management documentation, status of ongoing technical initiatives, transfer of leases/utility agreements, etc. associated with off-base facilities used for execution of this contract, appropriate contractor to contractor coordination to ensure a seamless transition, transition of key personnel, identify schedules and milestones, identify actions required of the government, establish and maintain effective communication with the incoming contractor/government personnel for the period of the transition via weekly status meetings and other items determined necessary by the Government.

3.0 Technical Requirements: This section outlines the technical requirements to be performed. Quality and timeliness for end products generated within this Section are Performance Indicators as identified in PWS 4.0, Performance Requirements Matrix. In fulfilling these requirements, the contractor is not to perform any duties identified as "inherently government responsibilities" nor is the contractor to perform any tasks for which a government person has been specifically hired to fulfill. Examples include, but are not limited to, certain personnel security functions and non-advanced program VTC system operations. If the contractor has any questions about any work that may be impacted by this, the CORs will provide clarification.

3.1 Network Support:

Develop and implement worldwide, classified network system(s) in support of multiple government organizations (to include F-35 communities of interest) by developing and installing local and wide area classified and unclassified networks using commercial off the shelf (COTS) hardware and software. Provide operational support for network systems, including computer network encryption systems, data distribution systems, electronic warfare mission data tool systems, and management support software and databases.

The contractor shall define requirements for the design, development, installation, fielding, operation, maintenance, and sustainment of classified local and wide area networks hardware and software systems up to Top Secret/Sensitive Compartmented Information (TS/SCI). The contractor shall have hands-on capability to develop capabilities, install the required hardware and software for classified networks, support government certification of the network, and operate and maintain the network hardware, software, and wiring/drops where permissible. The government will be responsible for sparing and tech refresh requirements based on contractor recommendations. The contractor shall install and operate Network Encryption Devices (for example, Sectera, TACLANE, KG-250, plus legacy KIV devices, to include installing/troubleshooting/maintaining all approved firmware versions), hardware and software and have personnel qualified for Communications Security (COMSEC) account management to support these networks. The contractor shall develop capabilities to interface new network designs into existing Clearcube (and similarly based technologies) environments and other diskless client environments. The contractor shall provide system administration/operations on systems/technologies such as network routing/switching (Cisco/Fortinet), auditing (Logrhythm), packet analysis (Websense) and data labeling (Sentris) type technologies. The contractor

shall define requirements for and provide manning to operate high-level secure computer networks as directed by Air Combat Command/higher level command organizations. The contractor shall define requirements for the design, installation, and operation of multiple computer network Mission Support Centers (MSC) at both Eglin AFB, FL and Nellis AFB, NV to include covering F-35 requirements. The MSC support requirements will include system administrators, network fabric administrators, encryption specialists, network security specialists, and help desk personnel.

3.1.1 Work-order/Trouble Tickets. Shall be worked IAW the priority assigned as defined below.

3.1.1.1 Urgent – Urgent trouble tickets are defined as those that cause network outages, critical security risks, or direct cancellation or degradation of operational missions and will be worked continuously until resolution or until a government decision is made to halt operations be that due to schedule, technical, etc..

3.1.1.2 Emergency – Emergency trouble tickets are defined as those that cause unacceptable network performance/connectivity, unacceptable security risks, or degradation to operational missions and will be worked continuously during the standard work day until resolution or until a government decision is made to halt operations be that due to schedule, technical, etc.

3.1.1.3 Routine – Routine trouble tickets are defined as those that cause any issues with network performance/connectivity, security risks, or degradation to operational missions that do not fall into the "Urgent" or "Emergency" categories and will be worked during standard work day hours.

3.2 COMSEC Support: Provide encryption device and cryptological key management support. The contractor shall define requirements for fielding and supporting encryption and cytological equipment/keys for a number of classified networks.

The contractor shall be capable of operating an Electronic Key Management System (EKMS) and shall ensure all requirements in the applicable Air Force Instructions (AFI's) are followed. The contractor shall provide personnel qualified to be COMSEC Responsible Officers (CROs) that shall be responsible for managing COMSEC Sub Accounts and shall be capable of receiving, tracking, and destroying cryptologic keying material as required, and adhering to any and all rules associated with handling government COMSEC items/material.

3.3 Software: Provide software development/coding for in-house directed projects supporting SharePoint, configuration management, electronic warfare mission data tools, test and evaluation applications, and network management capabilities such as Identity Management, etc. The Government will meet with the contractor prior to the beginning of each evaluation period to determine what work will be performed.

The contractor shall provide support in operation and design of SQL programming applications, Oracle databases, and applications in a distributive environment across multiple servers including, but not limited to, Gale-Lite, Signal Intelligence (SIGINT) Tutor, the Multi-Master Replication of Conventional Flagging Database, Specialized Electronic Combat Tool Kit and Reprogramming Environment (Spectre) (for designated 53 WG EW systems to include, but not be limited to, F-35 U.S., Partner, and FMS cases, Electronic Warfare support tools, Microsoft (MS) SharePoint to include unclassified and classified applications, the Configuration and Security Tracking System (CASTS), Operational and Test Evaluation Management System (OTEMS), and Sentris Data Labeling software. In addition, the contractor shall develop in-house products, as required, to support 53 Wing MSC operations, F-35 MSC operations, EW, and OT&E applications as directed. Software tasks to be performed shall include:

- Requirements Definition/Requirements Gathering
- Quick Prototype Development
- High level and detailed application and data design
- Software Coding
- Software Testing
- Debugging/Troubleshooting
- Fielding and Installation
- Maintenance
- Future version releases for in-house developed software

Spectre is a government-owned, SQL-based relational database application that supports the Electronic Warfare Integrated Reprogramming (EWIR) mission. It imports data from a number of databases used in the EW process and enables engineers to review, modify, and export data in various formats as required by EW system mission data generators.

CASTS is a government-owned SQL-base relational database application that enables data input, forms/system security plans generation, and electronic coordination capabilities.

Sentris is a Mantech Corporation owned software product. Sentris provides email/data/file labeling capability for secure data transfer operations. The contractor may set up a prime/sub relationship with Mantech Corporation to perform modifications needed for Sentris.

3.4 Technical Writing/Documentation:

Provide technical writing/documentation support.

The contractor shall assist with reviewing and updating-documentation in support of network support activities. These documents may include (but is not limited to) test

plans, test procedures, checklists, security policies, operating procedures, reports and other documentation as required. These documents shall be written in standards determined by the government (Institute of Electrical and Electronics Engineers (IEEE), the Director of Central Intelligence Directive (DCID), the Joint Air Force, Army and Navy Manual (JAFAN), Joint Security Implementation Guide (JSIG), DoD Joint Security Implementation Guide (DJSIG), etc.). The contractor shall also be responsible for taking meeting minutes at meetings/conferences as designated by the government. Minute-taking can be covered by either the technical writer or by other contractor personnel and will not require a full-time position.

3.5 Training:

Provide training support.

The contractor shall provide training to user personnel for any contractor developed software/hardware solutions under this task including any field level upgrades that are performed. The training will primarily be desktop training for field users and not maintainers. However, the contractor may be required to attend "train the trainer" courses and then provide training for local Government and/or contractor administrators.

3.6 Client Support Administrator:

Provide Client Support Administrator (CSA) support.

The contractor shall provide office level support for desktops, thin clients, and Clearcube blade/diskless client technologies. The contractor shall provide support with software installation, upgrades, patches, antivirus software, and any office applications required. The contractor shall interface with 53rd WG Computer Systems Squadron personnel to ensure all computers on the network are properly configured and registered on the base network. This work may be required on unclassified and classified networks.

3.6.1 The contractor shall, at locations deemed appropriate by the government, have the capability to install required hardware/software for unclassified/classified computers as directed by the local government representative; operate, maintain, and control the computer hardware/software within areas designated by government personnel; oversee personnel, information, industrial and classified programs and concerns; work with unit security manager(s) to ensure individual personnel security clearances are current to prevent program ineligibility; interpret policies and provide guidance to the commander on an organization's classified security programs; develop operating instructions and training aids for squadron security training programs.

3.7 Video Teleconferencing (VTC) Operations:

Provide VTC support.

The contractor shall operate, maintain, and trouble shoot video teleconferencing equipment to include VTC bridging equipment and end-user equipment at all classification levels. The contractor shall schedule, configure, test, and operate weekly VTCs. The contractor shall define requirements for customer sites to connect to MSC VTC equipment. The contractor shall provide help-desk support for VTC operations. The contractor shall assist the government in developing security documentation, configuration management, and any other required documentation for VTC operations. At this time, the VTC system is based on CISCO products and derivatives.

3.8 Program/Project/Configuration Management:

Provide computer network program/project/configuration management functions.

The contractor shall provide program management to ensure efficient management of the task order and related support activities. The contractor shall provide project management to ensure efficient management of support activities required to support the electronic warfare and test and evaluation missions. These actions include, but not be limited to, documenting requirements and analysis of organization needs relating to weapons systems and computer systems. These positions shall also assist the government in performing configuration management functions. These functions shall include, but not be limited to, working with user sites on network connectivity requirements, standard desktop configuration requirements, tracking/shipping equipment, software requirements, technical requirements, and supporting/implementing/maintaining the configuration management process. Documentation shall be submitted to the Government in a timely fashion.

3.9 Network Systems Security:

Provide network systems security support (information assurance, auditing). Provide network systems security certification and accreditation requirements interpretation/application/implementation support for the technologies developed within Section 3 of this PWS.

The contractor shall provide selected staff as Information System Security Manager(s) (ISSM) as determined by the government. The IAM shall perform all responsibilities in accordance with Joint Security Implementation Guide (JSIG), DoD Joint Security Implementation Guide (DJSIG), DIACAP, Risk Management Framework (RMF) guidance, or other applicable documentation as designated by the government to include Joint Air Force Army Navy (JAFAN) and Director of Central Intelligence Director (DCID) until all systems covered by those legacy systems have been retired. The contractor shall perform all Information Assurance Officer (IAO) responsibilities in accordance with JSIG, DJSIG, DIACAP, RMF, or other applicable documentation as designated by the government, providing guidance and assistance to units involved in classified activities, as required to include JAFAN 6/3, and DCID 6/3 until systems covered by those legacy systems are retired. Establish and maintain accreditation for

all Information Systems (IS) operating within a classified environment. Develop and maintain System Security Plans (SSPs) outlining security operating procedures. Assist unit ISSM in developing sanitation and secure data extraction program for media, security incident clean-up plans, system certification testing plan, vulnerability testing, and protection measure procedures. Maintain continuous positive control and accountability of all IS hardware and software entered into and removed from classified facilities. Assist the Program/Activity Security Manager with initial and recurring training for all personnel afforded access to any information systems. Assist with the evaluation of commercial- and government-off-the-shelf hardware and software with recommendations to management on the products. Conduct weekly audits of Local- and Wide- Area Networks operating in classified facilities.

3.10 Program/Activity Security Management:

Provide activity security manager support (physical and personnel).

The contractor shall provide day-to-day security management and oversight for classified activities. Responsibilities include, but are not limited to: providing input on and maintaining comprehensive security Standard Operating Procedures (SOP) outlining the security policies and guidance for conducting classified activities within Program Security areas; performing and documenting annual security self-inspection and reviews; identifying, reporting, and documenting security incidents (violations, infractions, and inadvertent disclosures) in accordance with the provisions outlined in the JSIG, DJSIG, DIACAP, Joint Air Force, Army and Navy Manual (JAFAN), and the Director of Central Intelligence Directive (DCID) and applicable service regulations/ instructions for collateral requirements; advising and assisting unit members in accordance with other applicable directives and security classification guidance, and coordinating with other security offices to ensure that organization needs are met. Other Program Security Management duties will include, but not be limited to:

3.10.1 Information Security Program: The contractor shall provide information security/document control management support of all classified activities. These duties will include, but not be limited to: assisting management with interpretation of classified guidance for classification management and safeguarding requirements; advise/interpret established security policies, practices, procedures, and techniques to a variety of organizations or situations that differ in kind and level of security, complexity, and local conditions or circumstances requiring adjustment or modification of established approaches. Disseminate classified policies; providing input on procedures for the protection of classified information originated or controlled by installation activities. Provide guidance on document marking, safeguarding, and use of printed material; personnel access controls; need-to-know criteria; physical storage and control; and transmitting, transferring, reproducing, downgrading, and destroying information. Manage local courier requirements and all other classified distribution. Maintain a document control database consisting of

all accountable program information (up to and including TS material) stored within program accredited facilities.

3.10.2 Personnel Security Program: The contractor shall provide and oversee personnel security management requirements where access to classified information is afforded to personnel. Advise management on current personnel security policies and procedures for obtaining and maintaining classified accesses. Manage any mandated classified personnel access quotas, revalidating all quotas or billets annually. Perform 1st Tier adjudications, and prepare and submit for approval of classified access requests for all unit personnel nominated for access. Conduct indoctrination briefings, annual refresher training briefings, and debriefing, as required. Develop, coordinate, publish and maintain security operating procedures for visit notifications as well as visitor control. Monitor visitor control. Prepare outgoing visit requests for dispatch and verify/record all incoming visit notifications. Verify personnel access level via Joint Personnel Adjudication System (JPAS). Coordinate with collateral Unit Security Manager and host base security officials to ensure all personnel hold up-to-date clearances appropriate for their required classified accesses. Prepare and maintain prescribed files and records pertinent to personnel security. Prepare requests (if applicable) for issuance and control of restricted area badges. Prepare and coordinate with unit security manager to request SCI billets, as required.

3.10.3 Physical Security Program: The contractor shall provide physical security support by preparing and submitting all required documentation for the accreditation of all classified facilities. Ensure that all classified activities comply with the physical security standards outlined in the DCID 6/9/JAFAN 6/9/ICD 503 policies and all other applicable directives and established policies (or whatever requirements/documents supersede these documents). Ensure that continuous physical security management procedures are met within the classified facilities to include, but not limited to: scheduling Technical Surveillance Countermeasures Survey and TEMPEST/Emission/Emanations Security (EMSEC) test/evaluation; requesting approval to use destruction and reproduction equipment; conducting entry/exit inspections; working with the IAM to ensure that RED/BLACK separation is maintained between IT equipment; conducting alarm test and response; and maintaining physical security records.

3.10.4 Industrial Security Program: The contractor shall advise and assist the Contracting Officer, Program Manager, and CORs by providing day-to-day industrial security guidance and clarification as required to contractors supporting unit classified facilities/activities. Review applicable contractor DD 254 to ensure that all appropriate upper-level coordination has been accomplished to allow for classified activities.

3.10.5 Security Awareness, Training and Education (SATE) Program: The contractor shall support development and promulgation of a classified security education and training program designed and tailored to meet the all security requirements of the organization. Conduct initial and recurring security education briefings, and monitor

external security training opportunities and provide guidance on the procedures for attendance for personnel afforded classified access, as appropriate.

3.11 New Technologies/Future Systems:

Evaluate new/future technical advances for incorporation into the Mission Support Center (MSC). Evaluate/implement new/future technical advances into the systems developed within Section 3 of this PWS as they would apply to computer networks and Mission Support Center (MSC) operations. Evaluate new/future technical advances for incorporation into the F-35 Mission Support Center (MSC) and systems in the 53rd Wing MSC supporting F-35 operations.

The contractor shall maintain a working knowledge of Next Generation Data Distribution Systems, Next Generation Electronic Warfare System (NGES) Application Programming Interfaces (APIs) and databases, the integration of databases with Oracle Label Security, virtualization hardware and software capabilities, all Microsoft capabilities, Voice Over Internet Protocol (VOIP), and the overall workings computer requirements necessary to support that process. If necessary, the contractor shall subcontract to technology specific subject matter experts (SMEs) to meet mission requirements.

3.12 Systems Test and Operations Support:

Provide scheduling capabilities for test mission requirements. Provide test data movement support for a variety of aircraft platforms and electronic warfare systems. Provide test data reduction (not analysis) for a variety of aircraft platforms and electronic warfare systems. Provide test data movement/data reduction support for a variety of F-35 aircraft platforms variants and F-35 based electronic warfare systems.

The contractor shall provide test, data, and analysis support for the development, test, and operational support of weapon systems. Support includes the design, development, and execution of test plans and detailed test procedures, test and system data analysis, test reporting, test management, and security assistance for classified programs (as they relate to computer network operations).

3.12.1 Scheduling: The contractor shall provide detailed test scheduling using the Consolidated Scheduling Enterprise (CSE) software system (or whatever scheduling system is in use at Eglin AFB) and supporting databases to coordinate aircraft, range capabilities, airspace and other range and airborne test assets.

3.12.2 Testing: The contractor shall provide testing support and maintain detailed knowledge of flight test planning and execution, including associated data collection, reduction and analysis of computer hardware and software systems. This includes but is not limited to preparing Removable Memory Modules (RMM's) for mission briefs and staying current with the Telemetry Attributes Transfer Standard (TMATS) profile, work with other test organizations to ensure all RMM's are working and

have the proper formats loaded, downloading RMM's after missions are flown and distributing data to appropriate organizations, and archiving data for future use. The contractor shall provide support and maintain an operational understanding of airborne recording systems, time-space-position information (TSPI), threat instrumentation, and use of weapons fly-out models data analysis products. Test data movement will include any aircraft being tested by the 53WG to include F-35 and F-35 electronic warfare systems.

3.13 Documentation Management Support:

The contractor shall provide Documentation Management Support capabilities to the 53rd WG organizations supporting advanced program activities. Support duties include (but not limited to) taking meeting minutes, assist with the developing finance briefing, assist in financial management systems, and maintaining unit budgets.

3.14 General Network Support:

The contractor shall provide ancillary duties such as equipment custodian, software license management and facility management functions to support Network operations.

3.14.1 Equipment Custodian: The contractor shall provide equipment custodian support in compliance with AF Instructions and local policies/requirements for equipment custodian duties. This task can be covered by personnel performing other tasks and will not require any additional personnel positions.

3.14.2 Software License Management: The contractor shall provide software license management support in compliance with AF Instructions and local policies/requirements for software license management duties. This task can be covered by personnel performing other tasks and will not require any additional personnel positions.

3.14.3 Facility Management: The contractor shall assist with ~~provide~~ overall facility/secure conference room management support to ensure the facilities used to provide information technology capabilities under this PWS are in proper working order/condition. This includes ~~overall facility maintenance such as~~ proper operation of doors/windows/cabling/raised floors/garage doors/ roofing/ emergency generators//uninterruptible power supplies, etc. The contractor shall support drafting of any documentation required (PWS, 332s, etc.) to have maintenance done on the facility to be approved/routed by government personnel. Should this ancillary duty require a full time position at a later date, upon determination of need, the Government will negotiate a contract modification.

3.15 Specialized Software Training and Support Services (Firm-Fixed Price Positions)

3.15.1 Software Testing: The contractor shall provide support for testing specific software applications developed by the 53rd Wing. These applications shall include, but not be limited to: Specialized Electronic Combat Tool Kit and Reprogramming Environment (Spectre), Configuration and Security Tracking System (CASTS), and Operational and Test Evaluation Management System (OTEMS).

3.15.2 Technical Writing/Documentation: The contractor shall develop draft and final documentation in support of 53rd Wing activities. This shall include documentation for the Eglin AFB and Nellis AFB Mission Support Centers (MSCs) and for software projects, as required. These documents may include (but is not limited to) test plans, test procedures, checklists, operating instructions, reports and other documentation as required. These documents shall be written in standards determined by the government.

3.15.3 Training: The contractor shall provide 53rd Wing product based desktop training to user personnel. The contractor may be required to attend "train the trainer" courses and then provide training for local Government and/or contractor administrators.

3.15.4 Administrative Support: The contractor shall provide administrative support capabilities to 53rd Wing advanced program activities. Administrative support includes (but is not limited to) preparing finalized advanced program documentation, maintaining and coordinating conference room schedules and video teleconferencing scheduling/meetings, meeting minutes, action item tracking, and other government support functions.

3.16 Expertise: The Contractor shall provide personnel with expertise in the following areas (but not limited to):

3.16.1 Software: Visual Basic, SQL Server (all variants), ORACLE (various versions), Javascript, Windows 2008 Server, Windows 2012 Server, Windows 2012R2 Server, Windows 7 and variants, Windows 8 and variants, Windows 10 and variants, Solarwinds, Logrhythm, Sentris, Websense, Worldgroup (latest version), UNIX variants, Linux (and variants), Worldgroup, .Net, Windows Lync, CICSO Prime, Access Control Service, Call Manager, Sharepoint (2010/2013/variants), Hyper-V and VMWare virtualization technologies, Netbackup, Backup Exec, DPM backup technologies, Symantec, and Netapp OnTap.

3.16.1.1 The contractor shall specifically support the Specialized Electronic Combat Tool Kit and Reprogramming Environment (Spectre) software. If necessary, the contractor shall obtain any subcontractor/consultant agreements that may be required.

3.16.2 Hardware: Computer servers (Dell 610/620/710/830/future releases), Fortinet hardware (Fortigate, Fortiswitch, FortiAnlyzer, FortiManager to include various models of each type), Cisco Hardware (routers, switches, to include various models of

each type), Juniper Hardware (routers, switches, to include various models of each type), encryption devices (Secterra In-line Network Encrypter (INE), TACLANEs, KG-250, KIVs, Talon, Omni, Secterra Wire-line), fiber wiringCat 5/6/7 wiring, Sun servers, Logrhythm devices, Clearcube, AFWAY procured workstations, Thin Clients (various models), NetApps, CORAID disk storage, Juniper router, GPS clocks,

3.16.3 Consolidated Scheduling Enterprise (CSE) – CSE Software used in scheduling testing at Eglin/Nellis ranges (or the latest variant/software used for range scheduling).

3.16.4 Security Training: All personnel in positions of "elevated privileges" per DoD Regulation 8570 shall have necessary certification to comply with 8570 mandates. Position requirements are addressed in the attached "*Workforce Projection*." The Contractor shall ensure that personnel accessing information systems have the proper and current information assurance certification to perform information assurance functions in accordance with DoD 8570.01-M, Information Assurance Workforce Improvement Program. The Contractor shall meet the applicable information assurance certification requirements, including—

(1) DoD-approved information assurance workforce certifications appropriate for each category and level as listed in the current version of DoD 8570.01-M; and
(2) Appropriate operating system certification for information assurance technical positions as required by DoD 8570.01-M.
(3) Upon request by the Government, the Contractor shall provide documentation supporting the information assurance certification status of personnel performing information assurance functions.
(4) Contractor personnel who do not have proper and current certifications shall be denied access to DoD information systems for the purpose of performing information assurance functions.

If at any point during the lifetime of this contract (base plus four option years) 8570 is superseded by a different "elevated privileges" requirement, contractor personnel shall meet whatever "effective date" is determined by the government to become compliant with the new regulation/directive.

3.17 Projected Services: As identified in PWS paragraph 1.10 above, the Government has a valid need for additional support services that may be required within the life of this task order. However, due to planning and/or budgetary constraints these projected services MAY or MAY NOT be activated. Each task identified below will have a separate CLIN. The offeror will price these tasks in their quote based on the Workforce Projection. When, or if, the services are required in whole or part, the CO will notify the contractor in writing that services will be required, provide an effective date and any other necessary details, and fund the CLIN as appropriate. A modification will be accomplished to formally activate the CLIN and fund the additional services into the task order. It is anticipated that if the services on a CLIN are activated, the services within the CLIN will be continuous from the effective date of activation through the life of the task order. Penetration Testing will be per assessment, when activated, but will not exceed six (6) assessments per performance period.

3.17.1 Mission Support Center – Second Shift – Eglin AFB: If this CLIN is activated, the contractor shall provide the resources to support a second shift at Eglin, AFB, FL. The scope of the performance requirements to execute a 2nd shift includes the following PWS Sections and the projected level of effort contained in the Workforce Projection:

PWS Ref	Scope of Services
3.1	Network Support
3.4	Technical Writing/Documentation
3.5	Training
3.8	Project/Configuration Management
3.9	Network Systems Security
3.10	Program Security Management

3.17.2 Mission Support Center – Third Shift – Eglin AFB: If this CLIN is activated, the contractor shall provide the resources to support a second shift at Eglin, AFB, FL. The scope of the performance requirements to execute a 3rd shift includes the following PWS Sections and the projected level of effort contained in the Workforce Projection:

PWS Ref	Scope of Services
3.1	Network Support
3.4	Technical Writing/Documentation
3.5	Training
3.8	Project/Configuration Management
3.9	Network Systems Security
3.10	Program Security Management

3.17.3 Mission Support Center – Second Shift – Nellis AFB: If this CLIN is activated, the contractor shall provide the resources to support a second shift at Nellis AFB, NV. The scope of the performance requirements to execute a 2nd shift includes the following PWS Sections and the projected level of effort contained in the Workforce Projection:

PWS Ref	Scope of Services
3.1	Network Support
3.2	Technical Writing/Documentation
3.5	Training
3.7	Video Teleconferencing (VTC)
3.8	Project/Configuration Management

3.9	Network Systems Security
3.10	Program Security Management

3.17.4 Mission Support Center – Third Shift – Nellis AFB: If this CLIN is activated, the contractor shall provide the resources to support a second shift at Nellis AFB, NV. The scope of the performance requirements to execute a 3rd shift includes the following PWS Sections and the projected level of effort contained in the Workforce Projection:

PWS Ref	Scope of Services
3.1	Network Support
3.4	Technical Writing/Documentation
3.5	Training
3.8	Project/Configuration Management
3.9	Network Systems Security
3.10	Program Security Management

3.17.5 F-35 Partner Reprogramming Lab Support: If this CLIN is activated, the contractor shall provide additional F-35 Partner Reprogramming Lab Support in the following PWS Sections and the projected level of effort contained in the Workforce Projection:

PWS Ref	Scope of Services
3.1	Network Support
3.3	Software
3.6	Client Support Administrator
3.8	Project/Configuration Management
3.9	Network Systems Security

3.17.6 Additional Organizational Support: If this CLIN is activated, the contractor shall provide additional support capability, as indicated below, to cover increased mission requirements for existing locations or the stand-up of additional units in various operational locations throughout the 53rd Wing. The following PWS Sections and the projected level of effort are contained in the Workforce Projection:

PWS Ref	Scope of Services
3.1	Network Support
3.6	Client Support Administrator
3.9	Network System Security
3.10	Program Security Management

3.17.7 Penetration Testing: Penetration testing will be done against network/ hardware/ software products being supported by this contract and will consist of "blue team" activities to scan/social engineer/etc. and exploit any weaknesses found in the security structure/architecture of any network/product supported under, but not limited to, Section 3 of this PWS. The testing process will consist of performing network/system test planning activities, providing network/system administration set-up to perform the test, conducting network test activities, and writing the report identifying any findings. The contractor shall meet all testing goals within its control. The required support needed for this testing may vary per assessment and will be on an as required basis. If this CLIN is activated, the contractor shall provide up to six (6) network assessments during a contractual period of performance**.** Each assessment will be approximately a two (2) week per period.

3.17.7.1 The contractor is authorized to use an independent 3rd party organization to perform network penetration testing. The "independent 3rd party" may be another division of the prime contractor but must not have an interest in the network successfully "passing" the penetration testing.

3.17.7.2 Based upon historical data, 3600 hours total or 600 hours per test are allocated for execution of this task. This is based upon the penetration testing being performed by a team of five (5) personnel, six (6) times per year, for a two-week period for each test. This covers test preparation, test conduct, and test report writing. Parameters for the test will be defined by government personnel. An estimate was provided in the Workforce Projection, but the specific labor skillset involved will vary per assessment. To allow the contractor preparation time, the Government will provide a timeline to the contractor at least 30 days in advance of each test.

3.18 Reports: Reports shall be provided as stated below.

3.18.1 Monthly Status Report (MSR):
This report shall detail task specific information by calendar month. The report shall be submitted by the tenth (10th) business day following the close of each month. A copy of the monthly report shall be provided to the Government COR and submitted **with the invoice** as an attachment through GSA's ASSIST 2.0, https://assist.gsa.gov/home no later than the 10th workday of every month for Government acceptance.

Monthly Status Report (MSR): The MSR shall contain the following information:

- Brief description of requirements;
- Brief summary of accomplishments during the reporting period and significant events regarding the task order;
- Deliverables submitted or progress on deliverable products;
- Any current or anticipated problems; and,

Brief summary of activity planned for the next reporting period

3.18.2 Financial Summary Report (FSR): A financial summary report for completion of each deliverable or monthly support effort shall be submitted **with the invoice** as an attachment through GSA's ASSIST 2.0, https://assist.gsa.gov/home and submitted no later than the 10th workday of every month for Government acceptance. The FSR shall be in Microsoft Excel format with a Summary Sheet that includes Budget Ceiling, Funded Ceiling, Funded Projected to End of Period, Current Invoice Amount, Cumulative, Remaining Funds, Percentage Expended..

The FSR shall include labor charges for actual hours worked and the breakdown of the ODC items, which are authorized in the task (e.g. Travel, Training, Material, Subcontractor Support). Charges shall not exceed the authorized cost limits established for labor and ODC Items. The government will not pay any unauthorized charges. Original receipts, travel vouchers, etc. completed in accordance with Federal Joint Travel Regulations shall be maintained by the contractor to support charges other than labor hours and made available to Government auditors upon request.

The FSR shall include the following broken out by task (CLIN) for the current performance year (i.e. base or option year):

- Monthly and Cumulative labor hours for each skill level (SL) category (specify the contractor employee name and SL) for each task/CLIN;
- Monthly and Cumulative labor charges for each skill category as identified under each task/CLIN;
- ODC Items: ODC Items must be individually itemized and specified by each individual category. (*Travel, Training, Material, Subcontractor Support);
- Total monthly and cumulative ODC charges (G&A/Material Handling included - if allowed); and,
- Total monthly and cumulative task order charges.

Note: For travel costs the contractor shall also use the Jacobs Travel/ODC Detail Spreadsheet, Appendix 2, of the PWS and submit as a separate attachment **with the invoice**.

**Note 2:* A Mid-Month FSR shall be submitted to the CORs each month. This report is to ensure projected expenditures are within threshold. This repost shall be submitted at the mid-point between scheduled monthly FSR submittals.

3.18.3 Quarterly Performance Report (QPR): The contractor shall provide a QPR no later than seven (7) work days after every three months of task order performance. In such cases where less than three months have expired before the end of the Award Fee evaluation period, the contractor shall provide this report no later than seven (7) work days after the end of the reporting period. The QPR shall be the contractor's opportunity and official feedback record regarding their previous quarterly performance and will be considered during the Award Fee evaluation. Acceptance of the QPR does not constitute the Government's agreement with the information or data in the QPR, but the Government intends to provide feedback. The QPR shall include:

- Contractor's performance metrics/data for each performance indicator
- Identified Successes and results
- Identified challenges and plan to overcome those challenges
- Identified performance problems and corrective actions taken/planned to correct those problem areas
- COR approved cost saving initiatives and results
- Any other information that can be reasonably expected to help the Government evaluation for the Award Fee process

3.18.4 Other Reports: The contractor shall write quick-look, interim, and final test reports, investigation and study reports, travel reports, and conference minutes as required. Other reports shall be due on the fifteenth (15th) business day following the close of the activity.

4.0 Performance Criteria Matrix

The below performance matrix lists the Performance Indicators which are considered mission essential to the task order requirements. The Performance Threshold describes the minimum acceptable levels of service which are critical to mission success. The Government still assesses the quality and timeliness of other required deliverables stated herein and maintains the right to inspect any service or item not listed in the matrix below at a frequency determined necessary by the Government. Contractual remedies for non-conformance for any service or items listed in the matrix or elsewhere in this PWS shall be IAW the Inspection and Acceptance clauses(s) and other applicable terms and conditions of the basic contract and this task order.

Technical or quality, timeliness or schedule, cost control, management or business relations, and regulatory compliance are key areas of contractor performance considered and are reflected in the various Performance Indicators and ultimately recorded in the Government's performance assessment system. The Performance Thresholds are the minimum level of performance that must be obtained to be satisfactory. The Government understands that certain circumstances may not be within the contractor's control or extenuating circumstances may exist. These circumstances will be individually assessed in order to determine cause of non-conformance.

If the PWS reference column states a paragraph or section, all subordinate paragraphs under the PWS reference applies.

Performance Indicators	**Performance Standards**	**Performance Threshold** **(Per evaluation period IAW PWS 10.0)**	**Method of Surveillance**

PWS 2.2 Stable Workforce	Contract Management-Stable Workforce. Provide effective leadership of personnel to enable a stable, experienced and motivated workforce	No more than 10% personnel turnover	100% inspection
PWS 2.2.1, 2.2.2, 2.2.4 Customer Satisfaction	Customer Satisfaction. Contractor management, employees, and subcontractor personnel conduct themselves in a professional manner and support operations through quick resolution of personnel concerns.	No more than two validated complaints.	Customer Complaint
PWS 2.2.3 Staffing Requirement	Maintain established workforce	Upon COR position validation - working within 45 calendar days (average for all hires)	100% inspection
PWS 2.5 Transition-In Plan	Transition-In: Effectively implements the plan and transitions services from incumbent contractor and maximizes retention of experienced personnel to enable a smooth transition.	Transition-In: Completes required transition tasks prior to task order performance that enables full operational capability on day one, unless delays determined to be caused by Government and the delays are approved by the COR and CO. AND Achieves a minimum 90% retention rate of incumbent employees	100% Inspection
PWS 2.5 Transition-Out Plan	Transition-Out: Effectively implements approved plan and transitions services to the new	Transition-Out: Completes transition tasks as approved to ensure effective transition unless waived by the COR and CO.	100% Inspection

	contractor to enable a smooth transition.		
PWS 2.2.5 Resource Management	Contract Management-Effectively manages resources and processes to control or minimize costs while maintaining or improving capability.	No instances of fraud, waste, or abuse. AND Within the contractor's control, stays under the activated ceiling limit proposed (excluding ODCs, Award Fee, and CAF).	100% Inspection
PWS 3.1, 3.3, 3.7, 3.9 Documentation Requirements. Timeliness of all submittals, data, etc., not elsewhere identified in this Matrix as a Performance Indicator	Timeliness of core mission directed submittals, data, etc. Does the contractor complete by the required suspense?	No more than 3 validated complaints	Customer Complaint
PWS 3.1, 3.7, 3.9 Documentation Requirements. Quality of all submittals, data, etc. not elsewhere identified in this Matrix as a Performance Indicator	Quality of core mission directed submittals, data, etc. Does the contractor provide complete and accurate documentation?	No more than 3 validated complaints	Customer Complaint
PWS Section 3.0 Overall Security	Minimize/Eliminate Security Incidents	No more than 1 violation and 2 deviations	-Customer Complaint -Random Monitoring
PWS 3-1 – 3.2 Networks and Computer Systems Support and COMSEC Support up time	Network up-time to include encryption device operation time	98% Availability at 95% of sites	-Customer Complaint -Random Monitoring
PWS 3.1.1 Networks and Computer Systems Support and COMSEC Support-Routine Work Orders	Work-order/Trouble Ticket Resolution - Routine	No more than 24 validated complaints	-Customer Complaint

PWS 3.3 Software	On-Time Delivered Software Coding and Software Coding Defects	At least 80% of planned Software Coding delivered on time and no more than 5 total validated major defects	-Customer Complaint -Periodic Inspection
PWS 3.5, Training Support	Provide quality field training	Receive no less than 80% customer satisfaction rating on customer surveys	100% inspection
PWS 3.6 Client Support Administrator (CSA)	Small computer support capability availability	No more than 4 validated complaints per task order location And No more than 50 validated complaints total	-Customer Complaint
PWS 3.7 Video Teleconferencing (VTC)	VTC up-time	98% Availability for 95% of sites	-Customer Complaint -Periodic Inspection
PWS 3.8 Program/ Project/Configuration Management Documentation	Documentation Availability and Project Suspense's Met	At least 80% of documentation available and no more than 6 total missed suspenses	-Customer Complaint -Periodic Inspection
PWS 3.9 Network Systems Security-Documentation Availability	Network Security Documentation Availability IAW identified security directives	At least 80% of documentation available	-Customer Complaint -Periodic Inspection
PWS 3.9 Network Systems Security-Incident Response	Incident response timeliness	Report 100% of incidences by prescribed timelines.	100% inspection
PWS 3.10 Program/Activity Security Management	Security inspection write-up and responses	No more than 5 total security inspection write-ups per task order location and 100% of security inspection write-up responses corrected.	-Customer Complaint -Periodic Inspection
PWS 3.12 Systems Test and Operations Support, Scheduling, Testing-Mission Scheduling	Complete and accurate scheduling of known events	98% of scheduling requirements met with no cancellation of tests due to contractor caused scheduling issue as validated by the COR	-Customer Complaint

PWS 3.14, 3.14.1-3.14.2 Equipment Account and Software License tracking & management	Complete and accurate tracking and management of all equipment and software assets.	No validated discrepancies in accountability	-Periodic Inspection -Customer Complaint
PWS 3.14, 3.14.3 Facility Management Support	Ensure facilities are in proper working order/condition	No more than 2 validated contractor caused discrepancies.	-Customer Complaint -Random Inspection

4.1 Surveillance Methods: The COR is responsible to validate identified or reported violations, discrepancies and/or complaints. If the possibility exists that the Performance Threshold for any Performance Indicator could be breached during the evaluation period, the COR will notify the CO.

4.1.1 Customer Complaints. A customer is any Government employee who receives a service or deliverable from the contractor. A complaint is a communication describing the Contractor's failure to provide acceptable performance and/or service relating to any of the tasks described in the PWS. The COR will provide instructions to customers on the procedures of the customer complaint process. Customers receiving unacceptable service may submit a customer complaint form, phone call or email to the COR. Upon receipt, the COR will conduct an investigation to determine the validity of the complaint. If the COR determines the complaint to be invalid, the COR will notify the customer. If the complaint is validated, the COR shall notify the Contractor's Quality Control or Site Lead to address the written customer complaint by taking appropriate action. The Contractor shall be given an appropriate time frame (depending on the discrepancy identified) after notification to correct the unacceptable performance. The COR will inform the customer of the approximate time the discrepancy(s) will be corrected. A discrepancy will not be recorded if proper and timely correction of the unacceptable conditions(s), product or service is accomplished and the Performance Threshold has not been breached. However, a record will be kept to document any trends resulting from repeated complaints. If the Contractor disagrees with the complaint after investigation and challenges the validity of the complaint, the COR will notify the CO.

4.1.2 Periodic Surveillance. The Government COR will periodically evaluate the performance of services as to ensure Contractor compliance with the appropriate paragraphs of the PWS for those objectives utilizing Periodic Surveillance. These inspections are conducted on a periodic basis as determined by the COR, may be scheduled or no-notice, and shall be tracked. For those areas not specifically defined in the Performance Matrix, the COR will use the Inspection of Services clause as

authority to inspect. The COR will record results of inspection, noting the item; PWS reference; COR's name; Contractor POC, if applicable; and date/time of inspection.

4.1.3 Random Monitoring. The Government COR or Government Inspector will evaluate the performance of services as to ensure Contractor compliance with the appropriate paragraphs of the PWS. These random inspections may be initiated by the Government in order to validate identified or observed performance issues, inspect areas of concern or inspect areas with a high-level of leadership focus. The inspections shall be validated and tracked by the COR. For those areas not specifically defined in the Performance Matrix, the COR will use the Inspection of Services clause as authority to inspect. The COR will record results of inspection, noting the item; PWS reference; COR's name; Contractor POC, if applicable; and date/time of inspection.

4.1.4 100% Inspection. The COR shall perform a 100% inspection on all services or deliverables identified in the Performance Requirements Matrix as the COR determines appropriate. The inspections shall be tracked by the COR. Depending on the service or deliverable, these inspections will be consolidated and the summary results recorded each month.

4.1.5 Contractor Performance Assessment: The Government will provide and record Past Performance Information utilizing the Contractor Performance Assessment Reporting System (CPARS) at https://www.cpars.csd.disa.mil/. Technical or quality, timeliness or schedule, cost control, management or business relations, and regulatory compliance are assessed. The CPARS process allows Contractors to view and comment on the Government's evaluation of the Contractor's performance before it is finalized. The Assessing Official Representative will be the COR; the Assessing Official will be the GSA Contracting Officer; and the Reviewing Official will be the GSA Region's Divisional Chief. Once the Contractor's past performance evaluation is finalized in CPARS, it will be transmitted into the Past Performance Information Retrieval System (PPIRS) http://www.ppirs.gov/. Contractors are required to register in the CPARS, so Contractor's may review and comment on past performance reports submitted through the CPARS. Go to the following website to register in the CPARS: https://www.cpars.csd.disa.mil/

5.0 Task Order Deliverable Table: All unclassified deliverables as identified in the Deliverable Table below shall be submitted as an "Action Required" through GSA's electronic system (ASSIST 2.0) at https://it-solutions.gsa.gov using a GSA Action Memo for official approval no later than the dates specified. Steps to enter the requests are 1) Enter order identification number in the ASSIST 2.0 Quick Links to pull up the order and click "Go"; 2) Ensure arrow by "Order Package" is dropped down then click on Client Order Information (COI) link; 3) Click on "Action Memo"; 4) Complete fill-in information as instructed, and attach all appropriate documentation as required. When selecting "Responsible" reviewer, if both the COR and CO need to review for approval, the contractor shall follow the instructions to select multiple entries.

Name	PWS Reference	Frequency & Due Date	Coordination and Approval
Quality Control Plan (QCP) QCP Revisions	8.0	-Once; no later than (NLT) 10 calendar days after task order award -Changes: As required/ as directed by the CO	COR/CO
Initial Business & Technical Meeting Minutes	6.0	NLT three work days after meeting	CO
Quarterly Performance Reports	3.18.3	NLT 7 work days after the end of the reporting period	COR/CO
Contractor Corrective Action Plan	10.0	NLT 10 work days after receipt of FDO letter.	COR/CO (Review only)
Transition-Out Plan	2.5	NLT ninety (90) calendar days prior to expiration of the task order. -Changes: As required/ as directed by the CO	COR/CO

Note: There are many deliverables required in performance of this PWS; however, only the ones identified below are required to be submitted as stated in PWS 5.0.

6.0 Initial Business and Technical Meeting*:* Immediately upon award notification, the contractor shall be required to meet with government personnel via telecom to discuss the transition needs. Within five (5) business days following the task order award date, the contractor shall meet with the 53rd Wing customer and the GSA contracting office to review all goals and objectives and terms and conditions of this task order, discuss technical requirements, and provide transition updates. This meeting location will be held at a government location. The contractor shall provide the meeting minutes no later than three (3) work days after the meeting.

7.0 Records/Data: The government asserts unlimited rights to all data, software, and applications developed under the subject task order.

8.0 Quality Control Program: The contractor shall provide and maintain a Quality Control Plan (QCP) that contains, as a minimum, the items listed below. The QCP shall be uploaded in ASSIST 2.0 for acceptance not later than ten (10) calendar days after task order award. The Government will notify the contractor of acceptance or required modifications to the plan. The contractor shall make appropriate modifications and obtain Government acceptance of the plan within thirty (30) days of task order award or three (3) days prior to task order performance, whichever is earlier. Subsequent revisions to the QCP will require

Government acceptance; time lines for submittal and approval of subsequent revisions will be established at the time of need.

The QCP shall include the following minimum requirements:

- A description of the inspection system to cover all major services and deliverables. The description shall include specifics as to the areas to be inspected on both a scheduled and unscheduled basis, frequency of inspections, and the name and job title of the inspectors.

  Note: Inspectors must be cleared at the appropriate classification level.

- A description of the methods to be used for identifying and preventing defects in the products delivered and the quality of service performed.

- A description of the records to be kept to document inspections and corrective or preventative actions taken.

- All records of inspections performed shall be retained and made available to the Government upon request throughout the task order performance period, and for the period after task order completion, until final settlement of any claims under this task order.

9.0 Quality Assurance: The Government will evaluate the contractor's performance of this task order utilizing the contractor's approved Quality Control Plan and the PWS requirements of this task order. The Government maintains the right to inspect any service or deliverable in accordance with the Inspection clauses applicable in the basic contract and this task order. Government surveillance of tasks not listed in the Performance Matrix or by methods other than those listed in the Performance Matrix (such as provided in the Inspection clause) may occur during the performance period of this task order. For those tasks listed in the Performance Matrix, the COR or other designated evaluator will follow the method of surveillance specified in this task order. Government personnel will record all surveillance observations. When an observation indicates defective performance, the COR or other designated evaluator will require the contractor manager or representative at the site to initial the observation. The initialing of the observation does not necessarily constitute concurrence with the observation. It acknowledges that the contractor has been made aware of the non-compliance. Any action taken by the CO as a result of surveillance will be according to the terms of the task order and/or basic contract.

9.1 Unsatisfactory Work: Performance by the contractor to correct defects found by the Government, or as a result of quality assurance surveillance by the Government, shall be at its' own expense and without additional reimbursement by the government. Unless otherwise directed by the Government, the contractor shall immediately take action to correct or replace all non-conforming services or deliverables.

9.2 Problem Resolution: The contractor shall bring problems, or potential issues, affecting performance to the attention of the COR and Contracting Officer as soon as possible. Verbal reports will be followed up with written reports when directed. This notification shall not relieve the Contractor of its responsibility to correct problems for which they are responsible. The Contractor shall work cooperatively with the Government to resolve issues as they arise.

10.0 Award Fee Plan (AFP):

The AFP establishes the procedures for evaluating award fee and conducting the award-fee evaluation. In conjunction with the applicable Inspection clauses of the basic contract, the Award Fee Plan satisfies FAR Subpart 46.4 requirements for quality assurance. The Government's AFP is provided in the solicitation, and shall be incorporated into the subsequent award. The AFP may require changes throughout the life of the task order. Reasons changes may be needed include, but are not limited to: refocus emphasis on certain technical performance requirements, adjust weights to redirect contractor's emphasis to areas needing improvement, changes in emphasis due to progression of the work from one phase to another, changing criteria, or changing board membership. The Government reserves the right to make unilateral changes to the AFP IAW DFARS clause 252.216-7005, Award Fee, as long as the Contracting Officer provides the changes to the contractor at least 15 calendar days before the beginning of the new evaluation period. Changes affecting the current evaluation period require mutual agreement.

The Performance Thresholds in the Table under PWS 4.0 are thresholds per evaluation period; evaluation periods are identified in the AFP. The Fee Determination Official (FDO) will determine the final award fee earned after the conclusion of each Award Fee Period (evaluation period). The FDO's award fee decision is final and not subject to dispute. As identified in the Award Fee Plan, a corrective action report will be required for the identified weaknesses in the FDO letter.

11.0 Organizational Conflict of Interest (OCI):

This contract effort has potential for an OCI as identified in FAR 9.5 and DFARS 209.5. The Contractor shall not use any Government information provided to them for any purpose other than for performance of this contract. Furthermore, the Contractor shall not provide any information to any individual, company or other entity that, other than for performance of this contract, does not have a need to know. After reviewing FAR 9.5 and DFARS 209.5 in their entirety, if the Contractor determines their company or any affiliated company (teaming partner, subcontractor, etc.) has a potential OCI, the Contractor shall notify the CO, in writing, with their quote along with a proposed mitigation plan for review and ultimately incorporation into the contract. If the Government determines an OCI cannot be avoided, neutralized, or mitigated, the offeror may be excluded from consideration for award.

The Contractor agrees that, if after award and anytime during the performance period, it discovers an actual or potential OCI; it shall make immediate and full disclosure in writing to the CO. The notification shall include a description of the actual or potential OCI, a description of the action the Contractor has taken or proposes to take to avoid, mitigate or

neutralize the conflict, and any other relevant information that would assist the CO in making a determination on this matter.

12.0 Government Furnished Items and Information: The Government will provide the contractor a dedicated work area for on-site support. The Government will make available, desks, work space, utilities, electric power hook-up, computers, access to copiers, access to a facsimile machine, and telephone services, to include local calls through standard government assets. The contractor shall be provided the authority to access all information required to perform duties. The Government will provide access to all necessary documentation and facilities required for this effort.

All Government Furnished Equipment (GFE) shall be utilized in strict performance of contract related duties and the contractor shall maintain policies that prohibit fraud, waste and abuse.

The contractor is responsible and accountable for all GFP within the provisions of the contract, including any property in the possession or control of a subcontractor. The contractor must establish and maintain a system to manage (control, use, preserve, protect, repair, and maintain) government property in its possession.

13.0 Privacy Act: Work on this project may require that personnel have access to Privacy Information. Personnel shall adhere to the Privacy act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations. The contractor shall comply with DoD Regulation 5400.7/Air Force Supplement, *DoD Freedom of Information Act Program,* and AFI 33-332, *Air Force Privacy and Civil Liberties Program*. These directives set policy and procedures for the disclosure of records to the public and for making, handling, transmitting, and safeguarding For Official Use Only (FOUO) material. In addition, they set guidelines for collecting, safeguarding, maintaining, using, accessing, amending, and disseminating personal data kept in systems of records.

14.0 Security: Access to sensitive compartmented information (SCI) facilities and material shall be required. The contractor shall provide personnel that have TS/SCI clearance eligibility. The contractor shall meet all requirements for having a Top Secret facility IAW DoD 5220.22-M, National Industrial Security Program Operating Manual, Feb 06, Change 1, 28 Mar 13, Chapter 2, Section 1 – Facility Clearances. No Top Secret information shall be discussed/stored/processed at the contractor's facility. For most positions, a current Top Secret (TS)/Sensitive Compartmented Information (SCI) clearance will be required (as outlined in the attached *"Workforce Projection"*).

The security requirements for this task are defined in the attached DD254. Specific security guidelines will be directed via DD254, Contract Security Classification Specification documents. The solicitation incorporates the DRAFT DD254. The Final, signed DD254, will be incorporated into the task order upon award or via modification.

Identify and brief appropriate personnel for access to North Atlantic Treaty Organization (NATO), Restricted Data and Formerly Restricted Data (RD-FRD), and Critical Nuclear Weapon Design Information (CNWDI).

15.0 Section 508 Compliance: The Industry Partner shall support the Government in its compliance with Section 508 throughout the development and implementation of the work to be performed. Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d) requires that when Federal agencies develop, procure, maintain, or use electronic information technology, Federal employees with disabilities have access to and use of information and data that is comparable to the access and use by Federal employees who do not have disabilities, unless an undue burden would be imposed on the agency. Section 508 also requires that individuals with disabilities, who are members of the public seeking information or services from a Federal agency, have access to and use of information and data that is comparable to that provided to the public who are not individuals with disabilities, unless an undue burden would be imposed on the agency.

The Industry Partner should review the following Web sites for additional 508 information:

http://www.section508.gov/index.cfm?FuseAction=Content&ID=12
http://www.access-board.gov/508.htm
http://www.w3.org/WAI/Resources

16.0 Insurance: Upon acceptance of this task order, the contractor asserts they will comply with the insurance requirements of the basic contract to ensure applicable Federal, State and/or local area insurance requirements are met prior to performance of the requirements in this PWS.

17.0 OTHER DIRECT COSTS (ODCs): The inclusion of reimbursable costs is a direct allocation of costs associated with support of this task order. Travel, Training, Material, Subcontracting Support, or other costs are all reimbursable costs and are referred to as Other Direct Costs (ODCs). ODCs shall be funded and pre-approved in writing by the government prior to commencement. All costs should be billed based on actual expenditures. The General & Administrative (G&A) and/or Material Handling charges shall be a separately identified item on required reports and invoices. The contractor shall report to the government when 75% of awarded reimbursable costs have been expended for each cost element.

The contractor shall not provide pricing on ODCs in their quote. The contractor must provide their G&A and/or Material Handling rate for ODCs for the base and all option years. Profit shall not be applied to ODCs.

The annual ceiling limit for ODCs is inclusive of all ODC CLINs plus G&A and/or Material Handling costs, and this total limit will be determined at the time of award. While the estimate for each ODC (Travel, Material, etc.) is stated in the sub-paragraphs below, these estimates are for the contractor to better understand the requirement and utilize for quote purposes only. The ceiling limit for the ODC CLIN is based upon the total estimate of all ODCs, NOT on each individual ODC item (Travel, Material, etc.) Steps to enter ODC requests via Action Memo through GSA's ASSIST 2.0, https://assist.gsa.gov/home are 1) Enter

contract number in the ASSIST 2.0 Quick Link to pull up the order; 2) Click on order; 3) Click on "Action Memo" under Client Order Information (COI); 4) Complete fill-in information as instructed and attach appropriate documents. When selecting "Responsible" reviewer ensure you follow the instructions to select multiple entries to notify all appropriate personnel (COR and/or CO) of this action.

17.1 Travel: Travel may be necessary to perform the requirements of this task order. Locations and duration of travel cannot be established at this time. Reimbursable costs are limited to COR and/or CO pre-approved travel, and only authorized travel expenses allowed by the Joint Travel Regulations (JTR). All travel shall be approved in advance by the COR. IAW FAR 31.205-46, the CO is the only individual authorized to approve Per Diem rates that exceed the maximum amount in the JTR; if this is the case, obtain the CO's approval prior to travel. Travel shall be in compliance with the contract tasks and all other applicable requirements. The Contractor will not be reimbursed for travel determined to be in the local area (performance location).

The contractor shall submit a contractor generated form to the COR and/or CO for authorization signature. The form shall, at a minimum, include 1) the travelers' names; 2) travel dates; 3) travel location(s); 4) purpose of trip; 5) estimated expenses which includes lodging, lodging tax, M&IE, transportation costs, registration, tolls, parking, and other allowable expenses; 6) other information as required by the COR. The contractor shall enter the travel request form via Action Memo through GSA's ASSIST 2.0, https://assist.gsa.gov/home.

If appropriate prior approval is not obtained, the Contractor may not be reimbursed. The contractor shall ensure that the requested travel costs shall not exceed what has been funded and authorized. All travel requests must be submitted in sufficient time in order to permit review and approval. The Government is not liable for any travel costs that were not pre-approved or exceed the funded ceiling amount.

To be reimbursed for travel, monthly invoices must include an electronic copy of the Jacobs Travel/ODC Detail Spreadsheet, Appendix 2, for travel charges incurred for the month. As evidence of prior Government approval, the Jacobs Travel/ODC Detail Spreadsheet shall include an identifier and description of the line item as a cross reference to the Action Memo approved request in ASSIST 2.0. The Jacobs Travel/ODC Detail Spreadsheet shall be a separate attachment from the invoice. Include the G&A costs on the Jacobs Travel/ODC Detail Spreadsheet, as a separate item.

Travel for Contractor Personnel: The estimated travel costs are:

Base Period: $75,000.00
Option Period: $75,000.00
Six Month Extension: $225,000.00

17.2 Training:

The Contractor is responsible for all costs to obtain and maintain the training required to meet the minimum personnel and standard technical proficiency requirements set forth in this task order. Exceptions are made for training particular to the work requirements in this PWS. As directed by the COR, contractor employees may be required to attend conferences, symposiums and training sessions to provide interface and attain knowledge necessary for the performance of Government requirements. In some cases, the contractor may be required to obtain and coordinate these training needs on-site at the Government location for both contractor and Government employees. In all cases, the Contractor shall effectively manage the on-going work requirements, work schedule and employee absences due to training requirements.

The Contractor shall ensure they obtain COR and CO approval in advance. The Government is not liable for costs, nor shall the Contractor bill, for any training and associated travel costs without prior written approval.

To attend/obtain training, the contractor shall submit a contractor generated form to the COR and CO for authorization. The form shall identify the name(s) of individual, dates of attendance, type of training, estimated cost(s), and purpose. Contractor shall not attend training without prior authorization/approval from the Government COR and CO.

The Contractor shall abide by the requirements of the FAR. If the training is anticipated to equal or exceed the **Micro Purchase Threshold of $10,000**, ~~3,500~~ ~~$2,500~~ the Contractor shall obtain three (3) quotes from different companies. If there are less than three companies for the requested training, the Contractor shall provide the company quote and the rationale with enough details to allow the **COR /CO** to analyze price fair and reasonableness. Training requests with less than three (3) quotes may be approved by the COR up to $10,000.00; any request more than $10,000.00 must be reviewed by the CO to determine fair and reasonable. Training costs at or under $150,000, the Contractor shall provide their rationale and details as required IAW FAR 13.106-3.

If there is only one source for the industry training, the Contractor shall submit the supplier's quote and a justification with the information required under FAR 13.106(b) for purchases over **$10,000** ~~**3,500**~~ ~~$2,500~~ and at or under $150,000.

The contractor shall enter the training request form via Action Memo through GSA's ASSIST 2.0, https://assist.gsa.gov/home.

In the event that the Government has approved and paid for contractor employee training, reimbursement shall not be authorized for costs associated for the same training to re-train replacement individual(s) should the employee(s) terminate from this task order prior to completion of the base and any exercised option years. Costs

that are not authorized include, but are not limited to; labor, travel, and any associated re-training expenses.

To be reimbursed for training, submit evidence of prior Government approval and evidence of training completion or the COR's concurrence that training has been complete with the monthly invoice. Evidence shall be a separate attachment from the invoice. Include the G&A costs for the training as a separate item on the invoice.

Training for Contractor Personnel: The estimated training costs are:

Base Period:	$12,500.00
Option Period:	$12,500.00
Extension of Services:	$50,000.00

17.3 Material: A material purchase includes the purchase of equipment, material or supplies. The contractor may be required to obtain materials to perform the requirements in this task order. Those materials must be incidental to and associated with the overall functions being performed through this task order.

To purchase materials, the contractor shall submit a contractor generated form to the COR and CO, as identified below, for authorization. The form shall identify a request number, item, quantity, item description, reason/purpose purchased, functional area/location material required, unit price estimate, total cost estimate, delivery time, shipping method, if applicable, and applicable attachments (i.e. price analysis or sole source justification as required)

The COR may approve material/supply requests in the amount of $25,000.00 or less. The CO shall approve material/supply purchases over $25,000.00. The Contractor shall abide by the requirements of the FAR in purchasing equipment, supplies and/or materials for the purpose of the work stated in the scope of this task order. If a single item or aggregate of items purchased is anticipated to equal or exceed the Micro Purchase Threshold of **$10,000.00**, the Contractor shall obtain three (3) quotes from different suppliers. Should there be less than three suppliers for a single item or aggregate of items with an anticipated value that exceeds the Micro Purchase Threshold of **$10,000.00**, the Contractor shall provide the supplier quote(s) and the rationale with enough details to allow the CO to analyze the material request(s) for price fair and reasonableness. Purchases at or under $150,000, the Contractor shall provide their rationale and details as required IAW FAR 13.106-3. Purchases over $150,000, the Contractor shall provide their rationale and details as required IAW FAR 15.404.

If there is only one source, the Contractor shall submit the supplier's quote and a justification with the information required under FAR 13.106(b) for purchases over **$10,000.00** and at or under $150,000. The information provided for the justification for purchases over $150,000 must be IAW FAR 6.3.

The material request and any associated documentation shall be submitted via Action Memo through GSA's ASSIST 2.0, https://assist.gsa.gov/home.

Prior to purchasing the materials, the Contractor must ensure adequate funding and have received the appropriate Government approval. The Contractor shall notify the COR and CO in writing as soon as there is reason to believe that the costs it expects to incur will exceed the estimated amount approved by the Government and provide the estimate amount of additional cost required, along with the appropriate documentation, to seek approval to continue the purchase. If the Contractor performs without approval or adequate funding, they do so at their own risk; the Government will not be liable for any costs beyond what is pre-approved, funded and IAW the task order terms and conditions.

To be reimbursed for material, monthly invoices must include an electronic copy of the Jacobs Travel/ODC Detail Spreadsheet, for material charges incurred for the month. As evidence of prior Government approval, the Jacobs Travel/ODC Detail Spreadsheet shall include an identifier and description of the line item as a cross reference to the Action Memo approved request in ASSIST 2.0. The Action Memo request shall include Government pre-approval and the actual supply/material purchase documentation (i.e. supplier invoice). The Government will review the supply/material purchase(s) to validate compliance with federal procurement regulations and these task order requirements. The Contractor will be reimbursed for the actual costs of the materials. The Jacobs Travel/ODC Detail Spreadsheet shall be a separate attachment from the invoice. Include the fixed G&A or Material Handling rate as a separate item on the invoice.

Projected materials the contractor may be required to provide at the installation sites in support of this task order include servers, cables, PC Computers, and miscellaneous common commercially available electronic/IT items. The estimated material costs are:

Base Period: $500,000.00
Option Period: $250,000.00
Extension of Services: $750,000.00

17.4 Subcontracting Support: ODC subcontracting support is services or other support (i.e. temporary leases/rentals, repair services, etc.) that is necessary to perform the requirements within the scope of this task order. This subcontracting support is not a material purchase as identified above nor is it subcontracting efforts utilized for the core services required in this task order. Some services or support may only be attainable from one source. Any subcontracting support obtained under this ODC requirement must be within the scope of this PWS.

To obtain Subcontracting services/support, the contractor shall submit a contractor generated form for COR coordination and CO approval. The form shall identify a request number, the services/support needed, a statement of work identifying the services/support required, reason/purpose for services/support, any deliverables

provided, functional area/location that required the services/support, performance period, total cost, and applicable attachments (i.e. price analysis or sole source justification as required).

Services or support agreed to between the contractor and any subcontractor beyond the task order's existing performance period is at the contractor's own risk. The Government does not guarantee that it will exercise any options to extend performance on this task order. Therefore, the Government is not liable for any subcontracting costs beyond the task order's current performance period. The CO will not approve any efforts submitted that show the current performance period (e.g. base year, option year 1, etc.) is being exceeded; therefore, any on-going subcontracting support that will be needed in an option year, if the Government decides to exercise the option year, shall again be coordinated with the COR and approved by the CO. The coordination and approval shall occur, in advance, prior to the start of the option year's performance period, but the approval will be subject to the Government's exercise of the option.

The COR may approve subcontracting services/support for repairs in the amount of **$3,500** ~~$2,500~~ or less. The CO shall approve all other Subcontracting Support efforts. The Contractor shall abide by the requirements of the FAR. If the services or support is anticipated to equal or exceed **$3,500** ~~$2,500~~, the Contractor shall obtain three (3) quotes from different sources. Should there be less than three sources with an anticipated value that exceeds **$3,500** ~~$2,500~~; the Contractor shall provide their sources' quote(s) and the rationale with enough details to allow the CO to analyze the subcontracting support request for price fair and reasonableness. Services/support at or under $150,000, the Contractor shall provide their rationale and details as required IAW FAR 13.106-3. Services/support over $150,000, the Contractor shall provide their rationale and details as required IAW FAR 15.404.

If there is only one source, the Contractor shall submit the source's quote and a justification with the information required under FAR 13.106(b) for purchases over **$3,500** ~~$3,000~~ and at or under $150,000. The information provided for the justification over $150,000 must be IAW FAR 6.3.

The Subcontracting Support request and any associated documentation shall be submitted via Action Memo through GSA's ASSIST 2.0, https://assist.gsa.gov/home.

Prior to obtaining Subcontracting services/support, the Contractor must ensure adequate funding and have received the appropriate Government approval. The Contractor shall notify the COR and CO in writing as soon as there is reason to believe that the costs it expects to incur will exceed the estimated amount approved by the Government and provide the estimate amount of additional cost required, along with the appropriate documentation, to seek approval to continue. If the Contractor performs without approval or adequate funding, they do so at their own risk; the Government will not be liable for any costs beyond what is pre-approved, funded and IAW the task order terms and conditions.

To be reimbursed for Subcontracting services/support, evidence of the appropriate Government pre-approval and the actual source documentation (i.e. invoice) will be input as separate attachments in ASSIST 2.0 when the Contractor submits their invoice. The Government will review the purchase(s) to validate compliance with federal procurement regulations and these task order requirements. The Contractor will be reimbursed for the actual costs of the subcontracting efforts as the costs are incurred by the contractor; however, the Government does not intend to authorize advanced payments for services not received and accepted. Include the fixed G&A or Material Handling rate as a separate item on the invoice.

Due to the nature of and integration necessary for this requirement, the below subcontracting efforts have been identified as sole source.

17.4.1 Data Labeling Capabilities – If required by the government, the contractor shall subcontract to ManTech Corp to add/modify/sustain capabilities for the Mantech product "Sentris", the current application used to provide data labeling in 53rd WG stand-alone networks. If at any point in the future, "Sentris" is replaced by another vendor product, the 53rd WG Technical Services contractor may be required to subcontract with that vendor.

17.4.2 Unique Technical Capabilities Development and Sustainment – If required by the government, the contractor shall subcontract to Georgia Tech Research Institute (GTRI) to develop/modify/maintain/sustain unique technical capabilities developed by GTRI and implemented on 53rd WG managed stand-alone networks. The exact requirements of any particular subcontract will be determined at the time of government decision/direction

17.4.3 Spectre Software Programming: If required by the government, the contractor shall subcontract to SKM IT CONSULTING, LLC for the 53 Electronic Warfare Group (EWG) mission data tool Spectre. SKM IT Consulting possesses unique technical capabilities to develop/modify/maintain/sustain Spectre as required by the 53 EWG for implementation on 53 WG managed networks (open and closed networks). The requirements to be met during any particular period of performance will be determined at the time of government decision/direction

17.4.4 Specialized Information Assurance Support: If required by the government, the contractor shall subcontract to Infosurety Ops Inc. for Information System Security Manager (ISSM) capabilities. Infosurety Ops Inc. possess unique training/experience required to keep the 53 Wg at the forefront of Information Assurance testing/implementation across many network fabrics. The requirements to be met during any particular period of performance will be determined at the time of government decision/direction

17.4.5 Aircraft Weapons Testing Software Support: If required by the government, the contractor shall subcontract to ATAC for weapons evaluation

software support. ATAC has developed numerous techniques/software modifications to enable processing/analysis of data by test engineers. With the forecasted test requirements in the coming year(s), the time and expertise to bring another company up to speed would be unacceptable as it could cause test delay/cancellation if software support is not ready for particular test missions.

17.4.6 Facility Leasing: If required by the government, the contractor shall lease facility workspace off Eglin AFB. This may occur in the event the contractor's current workspace must be renovated or current facilities on Eglin AFB will not accommodate current mission requirements**.** The workspace shall be able to accommodate any project currently being performed by the contractor (as directed by the government) to include server space, desk space, power, fire suppression, security, and air conditioning. ~~Currently, the approved facility is with First City Bank, but this may change if the property is sold~~.

The estimated Subcontracting support costs are:

Base Period: $1,266,666.67
Option Period: $633,333.33
Six-Month Extension: $1,900,000.00

18.0 Indirect Costs:

The contractor shall identify all indirect costs in their quote for the services performed herein. All indirect costs will be proposed in the contractor's quote and used to determine total evaluated price.

For ODCs, the proposed fixed G&A or Material Handling rate may be one rate for all ODCs or a rate for each individual ODC identified above (Travel, Training, Material, Subcontractor Support). The application of rates on ODCs must be in accordance with a contractor's cost accounting standards and disclosure statements. To assist with evaluation of overall cost, the contractor's proposed rates will be used along with the estimated costs for ODCs to calculate the proposed ODC costs and assist with calculating total evaluated price.

19.0 Task Order Funding and Required Contractor Notification: It is anticipated that the task will be incrementally funded. DFARS Clause 252.232-7007, Limitation of Government's Obligation applies to this task order. In addition, funds will be periodically allotted for the ODC line item. The contractor shall not perform work resulting in charges to the Government that exceed obligated funds. To ensure adequate funding, the contractor is responsible to make the written notification required to the contracting officer, with the required information, as stated in the DFARS Clause 252.232-7007.

The Government is not obligated to reimburse the contractor for charges in excess of the task order funded amount and the contractor is not obligated to continue performance or otherwise incur costs that could result in charges to the Government in excess of the obligated amount under the task order.

20.0 Reporting Executive Compensation and First-Tier Subcontract Award:
Unless otherwise directed by the contracting officer, reporting must occur by the end of the month following the month of award of a first-tier subcontract with a value of $25,000 or more, (and any modifications to these subcontracts that change previously reported data). Reporting on first-tier subcontracts is done at the Federal funding accountability and Transparency Act Subaward Reporting system (FSRS) at http://www.fsrs.gov. The contractor shall refer to *FAR clause 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards* of the basic contract for guidance and compliance instructions.

21.0 Contractor Manpower Reporting: Section 2330a of title 10, United States Code (10 USC 2330a), requires the Secretary of Defense to submit to Congress an annual inventory of contracts for services performed during the prior fiscal year for or on behalf of the Department of Defense (DoD). The inventory must include the number of contractor employees using direct labor hours and associated cost data collected from contractors.

The prime contractor shall report all contractor labor hours and cost data (including subcontractor labor hours and cost data) required for performance of services provided under this contract. The prime contractor is required to completely fill in all required data fields in accordance with the contractor's user guide instructions found at http://www.ecmra.mil.

Reporting inputs will be for the labor executed during the period of performance for each Government fiscal year (FY), which runs 1 October through 30 September for the life of the contract. While inputs may be reported any time during the FY, all data shall be reported no later than 31 October* of each calendar year. Contractors may direct questions to the CMRA help desk.

Uses and Safeguarding of Information: Information from the secure web site is considered to be proprietary in nature when the contract number and contractor identity are associated with the direct labor hours and direct labor dollars. At no time will any data be released to the public with the contractor name and contract number associated with the data.

User Manuals: Data for Air Force service requirements must be input at the Air Force CMRA link. However, user manuals for government personnel and contractors are available at the Army CMRA link at http://www.ecmra.mil.

22.0 Invoice Procedures:

A proper invoice shall be submitted not later than ten (10) work days into the following month for the previous month's services and/or deliverables. A copy of the invoice must be submitted electronically through the Central Invoice System (CIS) via the GSA ASSIST portal (https://assist.gsa.gov/home). The COR and GSA KO or Contract Specialist must approve the invoice in ASSIST 2.0 prior to payment. The payment information must be a three-way match between the ASSIST 2.0 contract/task order information, CIS, and SAM (https://www.sam.gov/portal/public/SAM/) for the invoice to be successfully processed for payment. A hard copy invoice or mismatched information will result in the invoice being rejected.

Steps to Submit Invoice: a) Vendor must log into ASSIST, b) Search for your Award PIID 47QFSA23F0009, c) Select the "Invoices and Acceptance Reports' Link, d) Fill out the invoice form, e) Attach a copy of the invoice and supporting documents, f) "Submit" the form.

If the Contractor submits a revised invoice, the revised invoice must include: 1) a unique invoice number, 2) a brief explanation, and 3) a cross-reference to any previous invoice submittals for tracking purposes and avoiding duplication. The Contractor can distinguish revised invoices by appending the letter "R" plus a number to it. For example, INV12345 (*original*) becomes INV12345R1 (*revised*).

Reimbursable costs must not exceed the limit(s) specified in the contract. The Government will not pay charges that are not specifically identified in the PWS and approved, in advance, by the Government. For the reimbursable costs, invoices shall also reflect the initial funding amount, the amount used, any additions/subtractions to the task order amount and the remaining balance. Copies of all receipts, travel vouchers, supplier invoices, etc., that have been completed IAW the applicable Government regulations must be retained to support charges for other than employee labor hours. Original receipts shall be maintained by the Contractor and made available to the Government upon request.

Final Invoice and Release of Claims: The Contractor shall submit a final invoice within forty-five (45) calendar days after the end of the Performance Period. The Contractor may submit a completed and signed Release of Claims (GSA Form 1142) with the final invoice, entering the final invoice amount on the Release of Claims, to expedite closeout. Otherwise, after the final invoice has been paid, the Contractor shall furnish a completed and signed Release of Claims (GSA Form 1142) to the CO within fifteen (15) calendar days of final payment.

22.1 Invoice Information: The contractor shall provide the following information on each invoice submitted to the Central Invoice Service (CIS), which is available through GSA's ASSIST 2.0, https://assist.gsa.gov/home.

a. Invoice Number – do not use any special characters; AASBS and the invoice must match

b. ACT (GSA financial tracking number) Number from GSA Form 300, Block 4
c. GSA Task Order Number – must match AASBS
d. Contract Number from GSA Form 300, Block 3
e. Point of Contact and Phone Number
f. Remittance Address
g. Period of Performance for the billing period
h. Charges, identified by deliverable or line item(s), with a narrative description of the service performed. Labor, reimbursable costs, CAF, and other charges (e.g., G&A) must be broken out as follows:
   (1) Skill Level Number, Associated Skill Level Name, and Employee Name
   (2) Actual Hours Worked During the Billing Period
   (3) Travel itemized by individual and trip; backup information is required to substantiate the traveler's name, dates of travel, destination, purpose of travel and cost (airfare, lodging, per diem and other expenses) for each trip. This information must be provided in sufficient detail to allow verification of JTR compliance.
   (4) Support items itemized by specific item and amount
i. Prompt Payment Discount, if offered
j. Total Invoice Amount – must match the acceptance information posted in AASBS and cannot exceed the current task order ceiling
k. When applicable, the task order's final invoice must be marked "FINAL".

23. Incorporated Clauses: The applicable Alliant contract terms and conditions, provisions and clauses apply to this task order. In addition, the following clauses below are incorporated into this Task Order or restated for emphasis.

FAR 52.252-2 Clauses Incorporated by Reference (Feb 1998). This task order incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the CO will make their full text available. Also, the full text of a clause may be accessed electronically at this address:

http://www.acquisition.gov/far/
http://farsite.hill.af.mil/vffar1.htm

(End of Clause)

Clause	Title	Date
52.204-25	Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment	Aug 2019
52.204-9	Personal Identity Verification of Contractor Personnel*	Jan 2011

52.215-22	Limitations on Pass-Through Charges-Identification of Subcontract Effort*	Oct 2009
52.215-23	Limitations on Pass-Through Charges*	Oct 2009
52.216-7	Allowable Cost and Payment *(Fill-in within paragraph (a)(3) is "30th")*	Jun 2013
52.222-2	Payment for Overtime Premiums *(Fill-in within paragraph (a)is "Zero")*	Jul 1990
52.222-17	Non-displacement of Qualified Workers	May 2014
52.222-54	Employment Eligibility Verification	Aug 2013
52.223-1	Biobased Product Certification - Products	May 2012
52.223-2	Affirmative Procurement of Biobased Products Under Service and Construction Contracts	Sep 2013
52.223-4	Recovered Material Certification	May 2008
52.223-9	Estimate of Percentage of Recovered Material Content for EPA Designated Items	May 2008
52.232-20	Limitation of Cost (in basic contract; included for emphasis only)	Apr 1984
52.232-22	Limitation of Funds (in basic contract; included for emphasis only)	Apr 1984
52.232-40	Providing Accelerated Payments to Small Business Subcontractors	Dec 2013
52.237-3	Continuity of Services*	Jan 1991
52.244-2	Subcontracts *(Fill-in for paragraph (d) is "All for CLIN 0003, ~~as required in~~ see Section 17 of the PWS")* *(Fill-in for paragraph (j) is "None")*	Oct 2010
52.251-1	Government Supply Sources	Apr 2012
252.201-7000	Contracting Officer's Representative	Sep 2013
252.203-7000	Requirements Relating to Compensation of Former DOD Officials	Sep 2011
252.203-7001	Prohibition on Persons Convicted of Fraud or Other Defense-Contract -Related Felonies	Dec 2008
252.203-7002	Requirement to Inform Employees of Whistleblower Rights	Sep 2013
252.203-7004	Display of Fraud Hotline Poster(s)	Dec 2012
252.204-7000	Disclosure of Information	Aug 2013
252.204-7003	Control of Government Personnel Work Product	Apr 1992
252.204-7004 Alternate A	System for Award Management.	Feb 2014
252.204-7005	Oral Attestation of Security Responsibilities.	Nov 2001

252.204-7006	Billing Instructions	Oct 2005
252.209-7002	Disclosure of Ownership or Control by the Government of a Terrorist Country	Jan 2009
252.209-7004	Subcontracting with Firms That Are Owned or Controlled by the Government of a Terrorist Country	Dec 2006
252.216-7004	Award Fee Reduction or Denial for Jeopardizing the Health or Safety of Government Personnel	Sep 2011
252.209-7998	Representation Regarding Conviction of a Felony Criminal	May 2014
252.209-7999	Class Deviation - Representation by Corporations Regarding an Unpaid Delinquent Tax Liability or a Felony Conviction under any Federal Law	May 2014
252.215-7002	Cost Estimating System Requirements	Dec 2012
252.216-7005	Award Fee	Feb 2011
252.223-7004	Drug-Free Work Force	Sep 1988
252.227-7013	Rights in Technical Data—Noncommercial Items	Feb 2014
252.227-7014	Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation.	Feb 2014
252.227-7016	Rights in Bid or Proposal Information	Jan 2011
252.227-7030	Technical Data – Withholding of Payment	Mar 2000
252.227-7037	Validation of Restrictive Marking on Technical Data	Jun 2013
252.232-7010	Levies on Contract Payments	Dec 2006
252.235-7003	Frequency Authorization	Mar 2014
252.235-7010	Acknowledgment of Support and Disclaimer	May 1995
252.235-7011	Final Scientific or Technical Report	Nov 2004
252.237-7010	Prohibition on Interrogation of Detainees by Contractor Personnel	Jun 2013
252.245-7001	Tagging, Labeling, and Marking of Government-Furnished Property	Apr 2012
252.245-7002	Reporting Loss of Government Property	Apr 2012
252.245-7003	Contractor Property Management System Administration	Apr 2012
252.245-7004	Reporting, Reutilization, and Disposal	May 2013
252.246-7003	Notification of Potential Safety Issues	Jun 2013
252.247-7023	Transportation of Supplies by Sea	Jun 2013
GSAM 552.204-70	Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment (DEVIATION)	Aug 2019
5352.204-9000	Notification of Government Security Activity and Visitor Group Security Agreements	Mar 2012
5352.215-9000	Facility Clearance	May 1996

5352.223-9000	Elimination of Use of Class I Ozone Depleting Substances (ODS)	Nov 2012
5352.223-9001	Health and Safety on Government Installations	Nov 2012
5352.242-9000	Contractor Access to Air Force Installations *(Fill-in for paragraph (b) is "requirements as directed by the COR")* *(Fill in for paragraph (d) is "security requirements as directed by the COR")* *Paragraph (b) deviation: "The contractor shall submit a written request on company letterhead to the* ***COR*** *listing the following…"*	Nov 2012
5352.242-9001	Common Access Cards (CAC) for Contractor Personnel	Nov 2012

24. Clauses in FULL TEXT:

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 as a result of revisions the 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 will not exceed six (6) months. The Contracting officer may exercise the option by written notice to the Contractor within thirty (30) days of the end date of the base period.

(End of Clause)

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 thirty (30) days, provided the Government gives the Contractor a preliminary notice of its intent to extend at least sixty (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 contracts will be considered to include this option clause.
(c) The total duration of this contract, including the exercise of any options under this clause, will not exceed five (5) years and three (3) months.

(End of Clause)

FAR 52.223-99 ENSURING ADEQUATE COVID-19 SAFETY PROTOCOLS FOR FEDERAL CONTRACTORS (OCT 2021) (DEVIATION)

(a) Definition. As used in this clause -

United States or its outlying areas means—

(1) The fifty States;

(2) The District of Columbia;
(3) The commonwealths of Puerto Rico and the Northern Mariana Islands;
(4) The territories of American Samoa, Guam, and the United States Virgin Islands; and
(5) The minor outlying islands of Baker Island, Howland Island, Jarvis Island, Johnston Atoll, Kingman Reef, Midway Islands, Navassa Island, Palmyra Atoll, and Wake Atoll.

(b) Authority. This clause implements Executive Order 14042, Ensuring Adequate COVID Safety Protocols for Federal Contractors, dated September 9, 2021 (published in the Federal Register on September 14, 2021, 86 FR 50985).

(c) Compliance. The Contractor shall comply with all guidance, including guidance conveyed through Frequently Asked Questions, as amended during the performance of this contract, for contractor or subcontractor workplace locations published by the Safer Federal Workforce Task Force (Task Force Guidance) at https:/www.saferfederalworkforce.gov/contractors/. (d) Subcontracts. The Contractor shall include the substance of this clause, including this paragraph

(d), in subcontracts at any tier that exceed the simplified acquisition threshold, as defined in Federal Acquisition Regulation 2.101 on the date of subcontract award, and are for services, including construction, performed in whole or in part within the United States or its outlying areas.

(End of clause)

DFARS 252.223-7999 ENSURING ADEQUATE COVID-19 SAFETY PROTOCOLS FOR FEDERAL CONTRACTORS (DEVIATION 2021-O0009) (OCT 2021)

(a) Definition. As used in this clause –
United States or its outlying areas means—
(1) The fifty States;
(2) The District of Columbia;
(3) The commonwealths of Puerto Rico and the Northern Mariana Islands;
(4) The territories of American Samoa, Guam, and the United States Virgin Islands; and
(5) The minor outlying islands of Baker Island, Howland Island, Jarvis Island, Johnston Atoll, Kingman Reef, Midway Islands, Navassa Island, Palmyra Atoll, and Wake Atoll.

(b) Authority. This clause implements Executive Order 14042, Ensuring Adequate COVID Safety Protocols for Federal Contractors, dated September 9, 2021 (published in the Federal Register on September 14, 2021, 86 FR 50985).

(c) Compliance. The Contractor shall comply with all guidance, including guidance conveyed through Frequently Asked Questions, as amended during the performance of this contract, for

contractor or subcontractor workplace locations published by the Safer Federal Workforce Task Force (Task Force Guidance) at https:/www.saferfederalworkforce.gov/contractors/.

(d) Subcontracts. The Contractor shall include the substance of this clause, including this paragraph (d), in subcontracts at any tier that exceed the simplified acquisition threshold, as defined in Federal Acquisition Regulation 2.101 on the date of subcontract award, and are for services, including construction, performed in whole or in part within the United States or its outlying areas.

(End of clause)

252.232-7007 Limitation of Government's Obligation (Apr 2014)

(a) Contract line items _____ are incrementally funded. For these items, the sum of _____is incrementally funded. For these items, the sum of _____of the total price is presently available for payment and allotted to this contract. An allotment schedule is set forth in paragraph (j) of this clause.

(b) For item(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "Termination for Convenience of the Government." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit, and estimated termination settlement costs for those item(s).

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for a subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "Termination for Convenience of the Government."

(d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraphs (b) through (d)

of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.
(e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."
(f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.
(g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default." The provisions of this clause are limited to the work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) and (e) of this clause.
(h) Nothing in this clause affects the right of the Government to terminate this contract pursuant to the clause of this contract entitled "Termination for Convenience of the Government."
(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.
(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract	$TBD
(month) (day), (year)	$TBD
(month) (day), (year)	$TBD

252.237-7023 Continuation of Essential Contractor Services (Oct 2010)

(a) *Definitions.* As used in this clause-

(1) Essential contractor service means a service provided by a firm or individual under contract to DoD to support mission-essential functions, such as support of vital systems, including ships owned, leased, or operated in support of military missions or roles at sea; associated support activities, including installation, garrison, and base support services; and similar services provided to foreign military sales customers under the Security Assistance Program. Services are essential if the effectiveness of defense systems or operations has the potential to be seriously impaired by the interruption of these services, as determined by the appropriate functional commander or civilian equivalent.

(2) Mission-essential functions means those organizational activities that must be performed under all circumstances to achieve DoD component missions or responsibilities, as determined by the appropriate functional commander or civilian equivalent. Failure

to perform or sustain these functions would significantly affect DoD s ability to provide vital services or exercise authority, direction, and control.

(b) The Government has identified all or a portion of the contractor services performed under this contract as essential contractor services in support of mission essential functions. These services are listed in this PWS. Mission-Essential Contractor Services, dated 7 April 2020.

(c)(1) The Mission-Essential Contractor Services Plan submitted by the Contractor, is incorporated in this contract.

(2) The Contractor shall maintain and update its plan as necessary. The Contractor shall provide all plan updates to the Contracting Officer for approval.

(3) As directed by the Contracting Officer, the Contractor shall participate in training events, exercises, and drills associated with Government efforts to test the effectiveness of continuity of operations procedures and practices.

(d)(1) Notwithstanding any other clause of this contract, the contractor shall be responsible to perform those services identified as essential contractor services during crisis situations (as directed by the Contracting Officer), in accordance with its Mission-Essential Contractor Services Plan.

(2) In the event the Contractor anticipates not being able to perform any of the essential contractor services identified in accordance with paragraph (b) of this section during a crisis situation, the Contractor shall notify the Contracting Officer or other designated representative as expeditiously as possible and use its best efforts to cooperate with the Government in the Government s efforts to maintain the continuity of operations.

(e) The Government reserves the right in such crisis situations to use Federal employees, military personnel or contract support from other contractors, or to enter into new contracts for essential contractor services.

(f) <u>Changes</u>. The Contractor shall segregate and separately identify all costs incurred in continuing performance of essential services in a crisis situation. The Contractor shall notify the Contracting Officer of an increase or decrease in costs within ninety days after continued performance has been directed by the Contracting Officer, or within any additional period that the Contracting Officer approves in writing, but not later than the date of final payment under the contract. The Contractor s notice shall include the Contractor s proposal for an equitable adjustment and any data supporting the increase or decrease in the form prescribed by the Contracting Officer. The parties shall negotiate an equitable price adjustment to the contract price, delivery schedule, or both as soon as is practicable after receipt of the Contractor s proposal.

-(g) The Contractor shall include the substance of this clause, including this paragraph (g), in subcontracts for the essential services.

(End of Clause)

Appendices:
Appendix 1, Workforce Projection
Appendix 2, Jacobs Travel/ODC Detail Spreadsheet
Appendix 3, DD 254 Signed (Final)
Appendix 4, Award Fee Plan