

2. AMENDMENT/MODIFICATION NO. 03	3. EFFECTIVE DATE 13-Jan-2015	4. REQUISITION/PURCHASE REQ. NO. N3244614RC005KD	5. PROJECT NO. (If applicable) N/A
6. ISSUED BY CODE	N00189	7. ADMINISTERED BY (If other than Item 6) CODE	S2206A

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

DCMA BOSTON
495 SUMMER STREET
BOSTON MA 02210-2138

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) Marine Systems Corporation 70 Fargo Street Boston MA 02210-2122		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-14-D-8018-FK01 10B. DATED (SEE ITEM 13) 24-Apr-2014
CAGE CODE 9K359 FACILITY CODE		[X]

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

12. ACCOUNTING AND APPROPRIATION DATA (If required)

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

(*)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	
<input checked="" type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.)SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). IAW FAR 43.103(b)
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

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

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
SEE PAGE 2

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED
(Signature of person authorized to sign)	
16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
BY _____	13-Jan-2015
(Signature of Contracting Officer)	

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GENERAL INFORMATION

The purpose of this modification is to incorporate by text attachments listed in Section J. A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby increased from _____ to _____

The total value of the order is hereby increased from _____ by _____

The Period of Performance of the following line items is hereby changed as follows:

CLIN/SLIN _____ From _____ To _____

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	PSC	Supplies/Services	Qty	Unit	Unit Price	Total Price
8000	R425	Vessel YTB-771 - Designer & Engineering Services to develop Specifications Package for Drydock Repair & Overhaul (ROH) (O&MN,N)				
8100	R425	Vessel YTL-602 - Designer & Engineering Services to develop Specifications Package for Drydock Repair & Overhaul (ROH) (O&MN,N)				
8200	R425	Vessel 45WB0801 ROH - Designer & Engineering Services to develop Specification Package for Drydock Repair & Overhaul (ROH) (O&MN,N)				

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9000	R425	Vessel YTB-771 ROH - Miscellaneous Travel Expenses (O&MN,N)			
9001	R425	Vessel YTB-771 ROH - Supplies & Drawings Copies/Shipping (O&MN,N)			
9100	R425	Vessel YTL-602 ROH - Miscellaneous Travel Expenses (O&MN,N)			
9101	R425	Vessel YTL-602 ROH - Supplies & Drawings Copies/Shipping (O&MN,N)			
9200	R425	Vessel 45WB0801 ROH - Miscellaneous Travel Expenses (O&MN,N)			
9201	R425	Vessel 45WB0801 ROH - Supplies & Drawings Copies/ Shipping (O&MN,N)			

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

STATEMENT OF WORK (SOW)

Engineering & Design Services for Development of Repair & Overhaul (ROH) Specification Packages for Navy Vessels

1. INTRODUCTION

Portsmouth Naval Shipyard (PNSY), Kittery, ME requires capable and qualified contractor for Engineering and Design Services for Development of Repair & Overhaul (ROH) Specification Packages for three Navy Boats (Hulls: COCHECO YTL-602 (Navy Tug); YTB-771; 45WB0801)

2. SCOPE OF WORK

2.1. NAVY VESSEL HULL YTL-602

Engineering and design services for the development of an overhaul package for Navy Tug COCHECO YTL 602. The Vessel is located at Portsmouth Naval Shipyard, Kittery, ME.

The list below includes, but is not limited to tasks required to successfully and accurately complete development of ROH Specifications Package for this vessel.

<u>Items No</u>	<u>Description</u>
077-11-001	Hazardous Waste; accomplish
110-11-001	Underwater Hull and Freeboard Inspect and Repair; accomplish
123-16-001	Clean and Inspect Fresh Water Ballast Tank; accomplish
130-11-001	Main Deck Inspect and Repair; accomplish
150-11-001	Deck Fittings Inspect and Repair; accomplish
163-11-001	Main Engine Valves and Piping; repair
163-11-002	Boat Monitor Piping; replace
167-11-001	Foreword Deck Hatch; replace
243-11-001	Shafting Remove, Inspect and Repair; accomplish
245-11-001	Propeller Inspect and Repair; accomplish
256-11-001	Seawater Duplex Strainer; replace
437-11-001	Rudder Repeat Switch; install
541-11-001	Fuel Oil Piping; repair
551-11-001	SSDG Piping; repair
561-11-001	Steering Ram Pipe Hangers; replace
562-11-001	Rudder Inspect and Repair; accomplish
611-11-001	Fenders, Remove, Inspect and Repair; accomplish
631-31-001	Underwater Hull and Freeboard, Clean and Paint; accomplish
631-11-001	Clean and Paint Superstructure; accomplish
634-11-001	Main Deck Nonskid; replace
631-11-002	Interior Compartments, Clean and Preserve; accomplish
633-11-001	Zinc Anodes; replace
644-11-001	Chart Table; replace
992-11-001	Towing Service; provide
992-31-001	Cleaning and Pumping; accomplish

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997-11-01 Dry-docking; accomplish

2.1.1. Ship-Check Tasks

Contractor shall conduct ship check tasks of the vessel and shall gather information for the development of the ROH package. Furthermore, contractor shall obtain (as built) required supporting documentation of vessel in accordance with manufacturer's guidelines, including but not limited to manufacturer's specifications, drawings, and other applicable references that will be used during ROH package development.

In addition, the ROH specification package shall include, but not be limited to the following:

- 2.1.1.1. Perform visual inspection of the craft with supervisor and or craft representative. Check the entire hull, deck fittings, handrails, fenders, deck coatings, including existing preservation systems, interior loose coatings, and condition of deck plating, chocks, bitts, cleats, foundations, deck house structure, doors, hatches, windows and masts. Note areas of corrosion, erosion, evidence of structural defects and damage.
- 2.1.1.2. Conduct visual inspection of the decking in the Pilot house. Ship check shall include installation of a flush mounted deck patch in the Pilot house. Patch shall cover existing hole for the old steering station.
- 2.1.1.3. Conduct visual inspection and obtain information to repair and replace rudder/hull pipe penetrations.
- 2.1.1.4. Conduct ship check to install a new on/off switch in the pilot house for the rudder repeater box.
- 2.1.1.5. Conduct ship check to remove and replace the existing chart table and add three (3) new metal shelves in the Pilot house.
- 2.1.1.6. Perform ship check of the existing main engine raw water cooling system including valves, strainers and all associated piping for material replacement. Inspect strainer foundation as well.
- 2.1.1.7. Perform ship check of the SSDG raw water piping system for the number 1 and number 2 SSDG's from the existing sea-chests to the jumper lines, just forward of the SSDG's for material replacement.
- 2.1.1.8. Perform ship check to install hard piping from the boats monitor from the engine room to the monitor station on top of the wheel house. Install a "Y" type hose station and supply valve with cap on upper deck at frame 18 starboard.
- 2.1.1.9. Ship check to remove and replace the fuel supply piping to the port SSDG. Piping shall be rerouted under the deck and shall connect to the SSDG engine.
- 2.1.1.10. Ship check to replace broken hangers in the aft steering compartment for the steering ram piping.
- 2.1.1.11. Conduct meetings with supervisor or craft representative to collect data and obtain information for the development of towing, dry dock, cleaning and blasting of hull, UT inspection. Clean, paint and preserve and zinc replacement work items.
- 2.1.1.12. Conduct meetings with supervisor or craft representative to collect data and obtain information for the development work items for propeller inspection and repair, removal, inspection of main propulsion shafting and equipment, removal and replacement of the forward and aft cutlass bearings and cleaning,

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painting and preservation of the stern tube. Discuss with craft representative amounts of front loads for plating and stiffener replacements to put in work items based on historical knowledge. Determine if 3, 7 or 12 year service life paint system is what is appropriate for underwater hull.

2.1.1.13. Deliverables

Ship Check Report
 Work items, including but not limited to cost estimate
 2-Kilo Package
 Guidance Ship Check Drawings & Sketches

MOD 01:

YTL 602 STATEMENT OF WORK CHANGE

Scope of Work Changes – Additional Work

To provide additional Engineering and Design Services to Portsmouth Naval Shipyard for the development of an overhaul package for Navy Tug YTL 602. The Vessel is located at Portsmouth Naval Shipyard, Kittery ME.

The following is a list of items added (via this task order modification) to the original list of Work Items included in Task Order: N00178-14-D-8018_FK01.

303-11-001 Electrical Switch and Junction box replacement; accomplish
 501-11-001 Add Louvers in stack; accomplish

BASIC SCOPE of SERVICES

Task 1: Ship-Check: Marine Systems Corporation shall:

- 1.1. Conduct a Ship-check of the vessel and gather information for the development of the overhaul package. Obtain as built and other reference drawings to be used during package development. The information gathered shall include the following:
- 1.2. Perform a visual inspection of the craft with the supervisor and or craft representative.
- 1.3. Check the entire engine room and forward compartment to replace junction boxes and switches with Navy approved, sealed junction boxes and or switches.
- 1.4. Ship-check the port and starboard side of the stack to install new louvers to the stack inspection covers.
- 1.5. Conduct a meeting with the supervisor or craft representative to discuss findings

Task 2: Deliverables

1. Ship-check report
2. Work items, includes cost estimate
3. 2-kilo package
4. Guidance ship-check sketches if required

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2.2. NAVY VESSEL HULL YTB 771

Engineering and design services for development of Repair & Overhaul (ROH) Specifications Package for Navy Tug KEOKUK YTB 771. The Vessel is located in Portsmouth Naval Shipyard, Kittery, ME.

The list below includes, but is not limited to tasks required to successfully and accurately complete development of ROH Specifications Package for this vessel.

<u>Items No</u>	<u>Description</u>
077-11-001	Hazardous Waste; accomplish
110-11-001	Underwater Hull and Freeboard Inspect and Repair; accomplish
123-11-001	Clean and Inspect Ballast Tanks; accomplish
123-11-002	Clean and preserve fuel tanks; accomplish
123-11-003	Clean, inspect and Preserve fore Peak Tank; accomplish
123-15-001	Clean, Inspect, and Repair Lube Oil Tanks; accomplish
130-11-001	01 and Main Deck Inspect and Repair; accomplish
150-11-001	Deck Fittings Inspect and Repair; accomplish
163-11-001	Sea-chest, Inspect and Repair; accomplish
233-11-001	Realign Main Engine; accomplish
241-11-001	Realign Reduction gear; accomplish
243-11-001	Shafting Remove, Inspect and Repair; accomplish
245-11-001	Propeller Inspect and Repair; accomplish
255-11-001	Remove and replace condensate pump and piping; accomplish
256-11-001	Seawater Simplex Strainer; replace
259-11-001	Remove and replace N0.2 SSDG exhaust silencer; accomplish
520-11-001	Sea Valves and Piping; repair
529-11-001	Bilge and Ballast manifold piping; replace
551-11-002	Inspect, Test and Certify Air Receiver Tanks; accomplish
555-11-001	Clean, repair and preserve AFFF Tanks; accomplish
562-11-001	Rudder Inspect and Repair; accomplish
582-11-001	Capstan Winch Repair; accomplish
611-11-001	Fenders, Remove, Inspect and Repair; accomplish
631-11-001	Clean and Paint Superstructure; accomplish
631-11-002	Interior Compartments, Clean and Preserve; accomplish
631-11-003	Apply anti sweat coating to Engine Room, Aft Lazarette, steering Room; install
631-11-004	Clean, Inspect and Preserve Chain Locker; accomplish
631-11-005	Clean, and preserve bilges; accomplish
631-11-006	Clean and Preserve Main Engine Exhaust Trunk; accomplish
631-11-007	Superstructure and 01 level hand rails.
631-31-001	Underwater Hull and Freeboard, Clean and Paint; accomplish
633-11-001	Zinc Anodes; replace
634-11-001	01 level & Main Deck Nonskid; replace
992-11-001	Temporary Services; accomplish
992-11-002	Towing Service; provide
992-31-001	Cleaning and Pumping; accomplish
997-11-01	Dry-docking; accomplish

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2.2.1. Ship Check Tasks

Contractor shall conduct ship check of vessel and shall gather information for the development of the ROH package. Moreover, contractor shall obtain (as built) required supporting documentation of vessel in accordance with manufacturer's guidelines, including but not limited to manufacturer's specifications, unique ship alt drawings, and manuals, as built drawings, and other applicable references that will be used during ROH specification package development.

In addition, the ROH specification package shall include, but not be limited to the following:

- 2.2.1.1. Perform visual inspections of the craft with supervisor and or craft representative. Check the entire hull, deck fittings, handrails, fenders, deck coatings including existing preservation systems, interior loose coatings, and condition of deck plating, chocks, bitts, cleats, foundations, deck house structure, doors, hatches, windows and masts. Note areas of corrosion, erosion, evidence of structural defects and damage.
- 2.2.1.2. Conduct ship check to remove and replace aft peak tank sounding tubes and deck boxes.
- 2.2.1.3. Conduct ship check to remove and replace the N0.2 SSDG exhaust silencer.
- 2.2.1.4. Conduct ship check to remove and replace existing ships furnace condensate piping and associated piping from frame 26 through the engine room to the heat receivers in the port and starboard crew berthing.
- 2.2.1.5. Conduct ship check to remove and replace the existing union fittings in the capstan winch hydraulic piping. Remove, disassemble, repair and re-install aft Capstan winch pump. Repair aft Capstan gear box.
- 2.2.1.6. Conduct ship check to remove and replace 80 feet of rotted bulwark cap rail.
- 2.2.1.7. Conduct ship check to remove and replace both of the aft closed chocks at frame 50 on the port and starboard sides.
- 2.2.1.8. Conduct ship check to install anti sweat coating to the engine room, aft lazeratte and steering tank from the bilge level up to but not including the overhead of each compartment.
- 2.2.1.9. Conduct ship check to remove and replace the existing seawater piping manifold from the aft sea-chest seawater supply flange to the fire pump engine. Replace the existing fire pump duplex strainer.
- 2.2.1.10. Ship check to remove and replace sections of the manifold piping to the general service pump and to the bilge pump.
- 2.2.1.11. Conduct ship check to remove and replace existing steering gear pumps, foundations and electrical components and re-connect existing piping.
- 2.2.1.12. Deliverables

Ship check Report

Work Items, includes Cost Estimate

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2-Kilo Package

Guidance Ship Check Drawings & Sketches

MOD 01:

YTB 771 STATEMENT OF WORK CHANGE

Scope of Work Changes – Additional Work

To provide additional Engineering and Design Services to Portsmouth Naval Shipyard for the development of an overhaul package for Navy Tug KEOKUK YTB 771. The Vessel is located at Portsmouth Naval Shipyard, Kittery, ME.

The following is a list of items added (via this task order modification) to the original list of Work Items included in Task Order: N00178-14-D-8018_FK01.

- 259-11-001 Forward Capstan brake repair accomplish
- 511-11-001 Main engine fuel oil flex hose support; accomplish
- 300-11-001 Install safety guard on fire pump crankshaft dampener pulley; accomplish
- 300-11-002 Install safety guard on SSDG engines crankshaft dampener pulley; accomplish
- 631-11-001 Clean, Paint and preserve upper level of Engine Room; accomplish
- 607-11-001 Replace Lagging in upper level of Engine Room; accomplish
- 511-11-002 Repair Fuel System transfer valves; accomplish
- 511-11-003 Install new fuel system valve reach rods on day tank FO return; accomplish
- 300-11-001 Install new battery box covers for SSDG's; accomplish
- 300-11-002 install covers for battery switches and SSDG controls; accomplish

BASIC SCOPE of SERVICES

Task 1: Ship-Check: Marine Systems Corporation shall:

- 1.1. Conduct a ship-check of the vessel and gather information for the development of the overhaul package.
- 1.2. Obtain as built and other reference drawings to be used during package development. The information gathered shall include the following:
 - a. As built drawings and/or
 - b. Unique ship alternate drawings and manuals

Task 2: Deliverables

- 1. Ship- Check Report
- 2. Work items, includes cost estimate
- 3. 2-kilo package

2.3. NAVY VESSEL HULL 45WB0801

Engineering and design services for development of Repair & Overhaul (ROH) Specifications Package for

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Navy Tug/Work Boat 45WB0801. The Vessel is located in Portsmouth Naval Shipyard, Kittery ME.

The list below includes, but is not limited to tasks required to successfully and accurately complete development of ROH Specifications Package for this vessel.

077-11-001 Hazardous Waste; accomplish
110-11-001 Underwater Hull and Freeboard Inspect and Repair; accomplish
110-11-002 Sea-chest Strainers; replace
123-11-001 Fuel Oil Tanks; inspect and repair
123-11-002 Fuel Oil Tank Vent Piping; relocate
123-15-001 Clean and Inspect Aft Steering Tank; accomplish
130-11-001 Main Deck Inspect and Repair; accomplish
150-11-001 Deck Fittings Inspect and Repair; accomplish
167-11-001 Main Deck Hatches; replace
243-11-001 Shafting Remove, Inspect and Repair; accomplish
251-11-001 Main Engine Air Filter Assembly; replace
256-11-001 Seawater Duplex Strainer and Valve; replace
437-11-001 Rudder Repeat Switch; install
521-11-001 Fire Pump Relocate; accomplish
551-11-001 SSDG Seawater Piping; replace
561-11-001 Hydraulic Steering Pump; replace
562-11-001 Rudder Inspect and Repair; accomplish
611-11-001 Fenders, Remove and Store; accomplish
631-31-001 Underwater Hull and Freeboard, Clean and Paint; accomplish
631-11-001 Superstructure Preservation; accomplish
634-11-001 Main Deck Nonskid; replace
633-11-001 Zinc Anodes; replace
992-11-001 Towing Service; provide
992-31-001 Cleaning and Pumping; accomplish
997-11-001 Dry-docking; accomplish

2.3.1. Ship Check Tasks

Contractor shall conduct ship check of vessel and shall gather information for the development of the ROH Specification Package. Moreover, contractor shall obtain (as built) required supporting documentation of vessel in accordance with manufacturer's guidelines, including but not limited to manufacturer's specifications, unique ship alt drawings, manuals, as built drawings, and other applicable references that will be used during ROH specification package development.

In addition, the ROH specification package shall include, but not be limited to the following:

2.3.1.1. Perform visual inspections of the craft with supervisor and or craft representative. Check the entire hull, deck fittings, handrails, fenders, deck coatings including existing preservation systems, interior loose coatings, and condition of deck plating, chocks, bits, cleats, foundations, deck house structure, doors, hatches, windows and masts. Note areas of corrosion, erosion, evidence of structural defects and damage.

2.3.1.2. Perform ship check of the existing main sea water cooling system including valves, strainers and all

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associated piping for material replacement. Inspect strainer foundation as well.

- 2.3.1.3. Perform ship check of the fuel tank vent piping above the main deck at frame 36 to relocate on the forward side of the fuel tank.
- 2.3.1.4. Perform ship check to remove both air filters form the main engines and install hose and fittings to route to the intake tract of the engine.
- 2.3.1.5. Complete ship check to remove and replace the raw water piping from both sea chests that supply the SSDG's and the fire pump.
- 2.3.1.6. Ship check to replace the existing hydraulic steering pump on the starboard propulsion engine. Install new components to cross connect steering for both engines.
- 2.3.1.7. Conduct meetings with supervisor or craft representative to collect data and obtain information for the development of towing, dry dock, cleaning and blasting of hull, UT inspection. Clean, paint and preserve and zinc replacement work items.
- 2.3.1.8. Conduct meetings with the supervisor or craft representative to collect data and obtain information for the development work items for propeller inspection and repair, the removal, inspection of main propulsion shafting and equipment, waterborne shaft alignments. Discuss with craft representative amounts of front loads for plating and stiffener replacements to put in work items based on historical knowledge. Determine if 3, 7 or 12 year service life paint system is what is appropriate for underwater hull.
- 2.3.1.9. Deliverables
 - Ship Check Report
 - Work Items, includes Cost Estimate
 - 2-kilo Package
 - Guidance Ship Check Drawings & Sketches

3. GOVERNMENT TECHNICAL POINT OF CONTACT (GTPOC)

The GTPOC for this Task Order is

4. SITE VISIT (This Section Deleted, Not Applicable for TO.)

5. SECURITY INFORMATION

Contractor shall provide full names (first, middle, last), current addresses, and other information for **“all personnel”** assigned to the resultant contract or task order not later than **5 Working Days** after receipt of the award for submission to the Portsmouth Naval Shipyard Security Officer for background checks and base access.

All contractor equipment, personnel and vehicles are subject to inspection and search by US government security officials (or designated representatives) upon entry to any government owned and/or operated

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installations and facilities.

Contractor personnel shall comply with all local base/installation security procedures required to gain access to US Government ships, facilities and other assets (as necessary).

If directed by US government security officials (or designated representatives), the contractor shall remove (and replace as necessary) contractor-personnel and/or its representatives considered a security risk.

The contractor shall coordinate and comply with “all security requirements” regarding each personnel assigned to this project through the Contracting Officer’s Representative (COR) or designated GTPOC within 10 working days of the contract or task order release (or effective date, whichever comes first).

6. PERIOD OF PERFORMANCE

See Section F herein.

7. TRAVEL REQUIREMENTS

Contractor use of privately owned and/or company vehicles will be required to travel between contractor facilities on and around Portsmouth Naval Shipyard (PNSY), Kittery Maine base. For planning purposes, travel is anticipated to include 555 total miles. Mileage will be paid in accordance with the Joint Travel Regulation (JTR).

8. MINIMUM QUALIFICATIONS AND PERSONNEL SUBSTITUTIONS

Bachelor’s degree or Master’s Degree in engineering with experience in Marine Engineering and Naval Architecture Services and/or a minimum of four years prior engineering related work experience required. Successful candidate shall also possess the following additional skills:

Develop and prepare vessels ROH Specifications Package

Strong attention to detail in high-pressure situations

Works closely with management to prioritize goals and information needs

Strong communications skills, both written and verbal

9. QUALITY ASSURANCE

Performance will be measured in accordance with the Quality Assurance Surveillance Plan (QASP), Attachment one (1).

10. eCMRA – CONTRACTOR MANPOWER REPORTING APPLICATION

The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under the resultant task order for CNRMA PNSY via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address: <https://doncmra.nmci.navy.mil>.

Reporting inputs will be for the labor executed during the period of performance. While inputs may be reported any time during the FY, all data shall be reported no later than 30 days after completion of task

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order.

Contractors may direct questions to the help desk linked at <https://doncmra.nmci.navy.mil>.

11. ATTACHMENTS (This Section Deleted, Not Applicable for TO.)

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SECTION D PACKAGING AND MARKING

NOT APPLICABLE

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

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SECTION E INSPECTION AND ACCEPTANCE

Services will be inspected and accepted by the Government in accordance with the Statement of Work (SOW) and Quality Assurance Surveillance Plan (QASP).

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SECTION F DELIVERABLES OR PERFORMANCE

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

8000	4/23/2014 - 9/30/2014
8100	4/23/2014 - 6/30/2014
8200	4/23/2014 - 9/30/2014
9000	4/23/2014 - 9/30/2014
9001	4/23/2014 - 9/30/2014
9100	4/23/2014 - 6/30/2014
9101	4/23/2014 - 6/30/2014
9200	4/23/2014 - 9/30/2014
9201	4/23/2014 - 9/30/2014

CLIN - DELIVERIES OR PERFORMANCE

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

The periods of performance for the Award Term Items are as follows:

8000	4/24/2014 - 7/28/2014
8100	4/24/2014 - 6/30/2014
8200	4/24/2014 - 7/28/2014
9000	4/24/2014 - 7/28/2014
9001	4/24/2014 - 7/28/2014
9100	4/24/2014 - 6/30/2014
9101	4/24/2014 - 6/30/2014
9200	4/24/2014 - 7/28/2014
9201	4/24/2014 - 7/28/2014

Services to be performed hereunder will be provided at Portsmouth Naval Shipyard, Kittery, ME in accordance with the information indicated in the Statement of Work.

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SECTION G CONTRACT ADMINISTRATION DATA

See Section I -- Contract Clauses

Accounting Data

SLINID	PR Number	Amount
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SECTION H SPECIAL CONTRACT REQUIREMENTS

None

In addition to the terms set forth elsewhere in the contract, the contractor may earn an extension or reduction to the contract period from a minimum of 1 to a maximum of 5 years on the basis of performance during the evaluation periods. The contractor is evaluated during the first year of performance, but extensions or reductions start in the second year. If scores are very good during Year 2, the contractor earns Year 4; if scores are very good in Year 3, the contractor earns Year 5. In Year 5, the contractor must earn a score of "excellent" in order for the contract period to be extended beyond Year 5. Consistent scores of "excellent" during succeeding years earn contract period extensions up to a maximum of 10 years. The contract period may also be reduced on the basis of the contractor's performance against the stated performance parameters. Points are awarded or deducted during each year of the contract on the basis of how the contractor has performed against the predetermined criteria. The contract period is then extended or reduced to reflect this assessment.

(a) Award Term. The award-term concept is an incentive that permits extension of the contract period beyond the base period of performance for superior performance or reduction of the contract period of performance because of poor performance. (b) Term Points. Positive or negative points are accumulated during each evaluation period on the basis of the contractor's performance. An accumulation of positive points (e.g., +50, +75, or +100) is required for a one-year term extension, and an accumulation of negative points (e.g., -50, -75, or -100) results in a one-year reduction in the contract period. (c) Monitoring of Performance. The contractor's performance will be continually monitored by the performance monitors whose findings are reported to the ATRB. The ATRB recommends an award term to the TDO, who makes the final decision on the award-term amount on the basis of the contractor's performance during the award-term evaluation period. (d) Award-Term Plan. The evaluation criteria, the associated points, and the associated award-term extensions or reductions are specified in the award-term plan. (e) Modification of Award-Term Plan. Changes may be made to the award-term plan at any time during contract performance, provided that both parties agree to them. If agreement cannot be reached on changes, the initial award-term plan remains in effect. (f) Self-Evaluation. The contractor will submit to the CO, within 5 working days after the end of each award-term evaluation period, a brief written self-evaluation of its performance for that period. This self-evaluation shall be limited to 25 pages. It will be used in the ATRB's evaluation of the contractor's performance during this period. (g) Disputes. Decisions regarding the award term, including—but not limited to—the amount of the award term, if any; the methodology used to calculate the award term; calculation of the award term; the supplier's entitlement to the award term; and the nature and success of the contractor's performance, are made by the TDO. These decisions are final and are not subject to dispute. (h) Award-Term Extension. The contract period may be modified to reflect the TDO decision. The total contract ordering period, including extensions under this clause, will not exceed 5 years, or the time remaining on the SEAport contracts, including exercised options. The award-term provision must be included in the solicitation and resulting TO. If at any time the contract period does not extend more than two years from the TDO decision, the operation of the award-term provision will cease and the ordering period will not extend beyond the term set at that time.

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SECTION I CONTRACT CLAUSES

CLAUSES INCORPORATED BY REFERENCE

52.232-18	AVAILABILITY OF FUNDS	APR 1984
252.215-7007	NOTICE OF INTENT TO RESOLICIT	JUN 2012
252.215-7008	ONLY ONE OFFER	JUN 2012
252.232-7010	LEVIES ON CONTRACT PAYMENTS	DEC 2006

CLAUSES INCORPORATED BY FULL TEXT

CONTRACT ADMINISTRATION APPOINTMENTS AND DUTIES

IN ORDER TO EXPEDITE ADMINISTRATION OF THIS CONTRACT/ORDER, THE FOLLOWING DELINEATION OF DUTIES IS PROVIDED INCLUDING THE NAMES, ADDRESSES AND PHONE NUMBERS FOR EACH INDIVIDUAL OR OFFICE AS SPECIFIED. THE INDIVIDUAL/POSITION DESIGNATED AS HAVING RESPONSIBILITY SHOULD BE CONTACTED FOR ANY QUESTIONS, CLARIFICATIONS OR INFORMATION REGARDING THE FUNCTIONS ASSIGNED.

1. PROCURING CONTRACTING OFFICER (PCO) IS RESPONSIBLE FOR:

- A. ALL PRE-AWARD INFORMATION, QUESTIONS, OR DATA;
- B. FREEDOM OF INFORMATION INQUIRIES;
- C. CHANGE/QUESTION/INFORMATION REGARDING THE SCOPE, TERMS OR CONDITIONS OF THE BASIC CONTRACT DOCUMENT; AND/OR
- D. ARRANGING THE POST AWARD CONFERENCE (SEE FAR 42.503).

NAME:

2. CONTRACT ADMINISTRATION OFFICE (CAO) IS RESPONSIBLE FOR MATTERS SPECIFIED IN FAR 42.302 AND DFARS 242.302 EXCEPT IN THOSE AREAS OTHERWISE DESIGNATED HEREIN.

NAME:

3. DEFENSE CONTRACT AUDIT AGENCY (DCAA) IS RESPONSIBLE FOR AUDIT VERIFICATION/PROVISIONAL APPROVAL OF INVOICES AND FINAL AUDIT OF THE CONTRACT PRIOR TO FINAL PAYMENT TO THE CONTRACTOR.

DCAA: NOT APPLICABLE

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4. PAYING OFFICE IS RESPONSIBLE FOR PAYMENT OF PROPER INVOICES AFTER ACCEPTANCE IS DOCUMENTED.

N68732

5. CONTRACTING OFFICERS REPRESENTATIVE (COR)/ GTPOC IS RESPONSIBLE FOR:

- A. LIAISON WITH PERSONNEL AT THE GOVERNMENT INSTALLATION AND THE CONTRACTOR PERSONNEL ON SITE;
- B. TECHNICAL ADVICE/RECOMMENDATIONS/CLARIFICATION ON THE STATEMENT OF WORK;
- C. THE STATEMENT OF WORK FOR DELIVERY/TASK ORDERS PLACED UNDER THIS CONTRACT.
- D. AN INDEPENDENT GOVERNMENT ESTIMATE OF THE EFFORT DESCRIBED IN THE DEFINITIZED STATEMENT OF WORK;
- E. QUALITY ASSURANCE OF SERVICES PERFORMED AND ACCEPTANCE OF THE SERVICES OR DELIVERABLES;
- F. GOVERNMENT FURNISHED PROPERTY;
- G. SECURITY REQUIREMENTS ON GOVERNMENT INSTALLATION;
- H. PROVIDING THE PCO OR HIS DESIGNATED ORDERING OFFICER WITH APPROPRIATE FUNDS FOR ISSUANCE OF THE DELIVERY/TASK ORDER; AND/OR
- I. CERTIFICATION OF INVOICE FOR PAYMENT

NOTE: WHEN, IN THE OPINION OF THE CONTRACTOR, THE COR REQUESTS EFFORT OUTSIDE THE EXISTING SCOPE OF THE CONTRACT (OR DELIVERY/TASK ORDER), THE CONTRACTOR SHALL PROMPTLY NOTIFY THE CONTRACTING OFFICER (OR ORDERING OFFICER) IN WRITING. NO ACTION SHALL BE TAKEN BY THE CONTRACTOR UNDER SUCH DIRECTION UNTIL THE CONTRACTING OFFICER HAS ISSUED A MODIFICATION TO THE CONTRACT OR, IN THE CASE OF A DELIVERY/TASK ORDER, UNTIL THE ORDERING OFFICER HAS ISSUED A MODIFICATION OF THE DELIVERY/TASK ORDER; OR UNTIL THE ISSUE HAS OTHERWISE BEEN RESOLVED. THE COR IS NOT AN ADMINISTRATIVE CONTRACTING OFFICER AND DOES NOT HAVE THE AUTHORITY TO DIRECT THE ACCOMPLISHMENT OF EFFORT WHICH IS BEYOND THE SCOPE OF THE STATEMENT OF WORK IN THE CONTRACT OR DELIVERY/TASK ORDER.

TO BE PROVIDED AT TIME OF AWARD

IN THE EVENT THAT THE COR NAMED ABOVE IS ABSENT DUE TO LEAVE, ILLNESS, OR OFFICIAL BUSINESS, ALL RESPONSIBILITIES AND FUNCTIONS ASSIGNED TO THE COR WILL BE THE RESPONSIBILITY OF THE ALTERNATE COR LISTED BELOW:

A COR NAME: -----
ADDRESS: -----

PHONE: -----

6. TECHNICAL ASSISTANT, IF ASSIGNED BY THE REQUIRING ACTIVITY, IS RESPONSIBLE FOR PROVIDING TECHNICAL ASSISTANCE AND SUPPORT TO THE COR IN CONTRACT ADMINISTRATION BY:

- A. IDENTIFYING CONTRACTOR DEFICIENCIES TO THE COR;
- B. REVIEWING CONTRACT/DELIVERY/TASK ORDER DELIVERABLES AND RECOMMENDING ACCEPTANCE/REJECTION OF DELIVERABLES;
- C. IDENTIFYING CONTRACTOR NONCOMPLIANCE OF REPORTING REQUIREMENTS;
- D. EVALUATING CONTRACTOR PROPOSALS FOR SPECIFIC CONTRACTS/ORDERS AND IDENTIFYING AREAS OF CONCERN AFFECTING NEGOTIATIONS;
- E. REVIEWING CONTRACTOR REPORTS PROVIDING RECOMMENDATIONS FOR ACCEPTANCE/REJECTION;
- F. REVIEWING INVOICES FOR APPROPRIATENESS OF COSTS AND PROVIDING RECOMMENDATIONS TO FACILITATE CERTIFICATION OF THE INVOICE;
- G. PROVIDING COR WITH TIMELY INPUT REGARDING THE SOW, TECHNICAL DIRECTION TO THE CONTRACTOR AND RECOMMENDING CORRECTIVE ACTIONS; AND
- H. PROVIDING WRITTEN REPORTS TO THE COR AS REQUIRED CONCERNING TRIPS, MEETINGS OR CONVERSATIONS WITH THE CONTRACTOR.
- I. IN THE ABSENCE OF A COR, THE TECHNICAL ASSISTANT (GOVERNMENT TECHNICAL POINT OF CONTACT) SHALL ASSUME THE DUTIES AND RESPONSIBILITIES OF COR (WITHIN THE CONSTRAINTS OF HIS/HER QUALIFICATIONS), AND HE/SHE SHALL REPORT ANY DISCREPANCIES TO THE CONTRACTING OFFICER.

NAME:-----

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ADDRESS:-----

PHONE:-----

7. ORDERING OFFICER IS RESPONSIBLE FOR:

- A. REQUESTING, OBTAINING, AND EVALUATING PROPOSALS FOR ORDERS TO BE ISSUED; B. DETERMINING THE ESTIMATED COST OF THE ORDER IS FAIR AND REASONABLE FOR THE EFFORT PROPOSED;
- C. OBLIGATING THE FUNDS BY ISSUANCE OF THE DELIVERY/TASK ORDER; D. AUTHORIZATION FOR USE OF OVERTIME;
- E. AUTHORIZATION TO BEGIN PERFORMANCE; AND/OR
- F. MONITORING OF TOTAL COST OF DELIVERY/TASK ORDERS ISSUED.

THE FOLLOWING LIMITATIONS/RESTRICTIONS ARE PLACED ON THE ORDERING OFFICER: A.

- TYPE OF ORDER ISSUED IS LIMITED BY THIS CONTRACT TO----- PRICING ARRANGEMENTS;
- B. NO ORDER SHALL BE PLACED IN EXCESS OF \$----- WITHOUT THE PRIOR APPROVAL OF THE PCO; AND/OR
- C. NO ORDER SHALL BE PLACED WITH DELIVERY REQUIREMENTS IN EXCESS OF -----.

ORDERING OFFICER: NOT APPLICABLE

(END OF TEXT)

PROSPECTIVE CONTRACTOR RESPONSIBILITY

IN ACCORDANCE WITH FEDERAL ACQUISITION REGULATION (FAR) PART 9.1, THE CONTRACTING OFFICER SHALL AWARD CONTRACTS ONLY TO RESPONSIBLE OFFERORS. NO PURCHASE OR AWARD SHALL BE MADE; UNLESS, THE CONTRACTING OFFICER MAKES AN AFFIRMATIVE DETERMINATION OF RESPONSIBILITY TO BE DETERMINED RESPONSIBLE. A PROSPECTIVE CONTRACTOR MUST HAVE ADEQUATE FINANCIAL RESOURCES TO PERFORM THE CONTRACT,

OR THE ABILITY TO OBTAIN THEM.

THE CONTRACTING OFFICER SHALL REQUIRE ACCEPTABLE EVIDENCE OF THE PROSPECTIVE CONTRACTOR'S CURRENT SOUND FINANCIAL STATUS, AS WELL AS THE ABILITY TO OBTAIN REQUIRED RESOURCES IF THE NEED ARISES.

IN REGARD TO RESOURCES, THE CONTRACTOR MUST BE PREPARED TO PRESENT ACCEPTABLE EVIDENCE OF SUBCONTRACTS, COMMITMENTS OR EXPLICIT ARRANGEMENT THAT WILL BE IN EXISTENCE AT THE TIME OF CONTRACT AWARD, TO RENT, PURCHASE, OR OTHERWISE ACQUIRE THE NEEDED FACILITIES, EQUIPMENT, SERVICES, MATERIALS, OTHER RESOURCES, OR PERSONNEL.

CONSIDERATION OF A PRIME CONTRACTOR'S COMPLIANCE WITH LIMITATIONS ON SUBCONTRACTING SHALL BE TAKEN INTO ACCOUNT FOR THE TIME PERIOD COVERED BY THE CONTRACT BASE PERIOD OR QUANTITIES, PLUS OPTION PERIODS OR QUANTITIES, IF SUCH OPTIONS ARE CONSIDERED WHEN EVALUATING OFFERS FOR AWARD.

PURSUANT TO FAR 9.104-4, THE CONTRACTING OFFICER RESERVES THE RIGHT TO REQUEST ADEQUATE EVIDENCE OF RESPONSIBILITY ON THE PART OF ANY PROSPECTIVE SUBCONTRACTOR(S).

IN THE ABSENCE OF INFORMATION CLEARLY INDICATING THAT THE PROSPECTIVE CONTRACTOR IS RESPONSIBLE, THE CONTRACTING OFFICER SHALL MAKE A DETERMINATION OF NON-RESPONSIBILITY.

AS A MINIMUM REQUIREMENT, ALL OFFERORS MUST SUBMIT, AS PART OF THE ORIGINAL PROPOSAL, THE FOLLOWING:

- (1) COMPANY'S FINANCIAL STATEMENT WHICH INCLUDES BALANCE SHEET AND INCOME STATEMENT; AND
- (2) POINT OF CONTACT FROM THEIR BANK OR ANY FINANCIAL INSTITUTION WITH WHICH THEY TRANSACT BUSINESS.

(END OF PROVISION)

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THIS CONTRACT INCORPORATES ONE OR MORE CLAUSES BY REFERENCE, WITH THE SAME FORCE AND EFFECT AS IF THEY WERE GIVEN IN FULL TEXT. UPON REQUEST, THE CONTRACTING OFFICER WILL MAKE THEIR FULL TEXT AVAILABLE. ALSO, THE FULL TEXT OF A CLAUSE MAY BE ACCESSED ELECTRONICALLY AT THIS/THESE ADDRESS(ES):

FAR CLAUSES: [HTTP://ACQUISITION.GOV/COMP/FAR/](http://ACQUISITION.GOV/COMP/FAR/)

DFARS CLAUSES: [HTTP://WWW.ACQ.OSD.MIL/DPAP/DARS/DFARS/](http://WWW.ACQ.OSD.MIL/DPAP/DARS/DFARS/)

(END OF CLAUSE)

WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (JUN 2012)

(A) *DEFINITIONS*. AS USED IN THIS CLAUSE—

“DEPARTMENT OF DEFENSE ACTIVITY ADDRESS CODE (DODAAC)” IS A SIX POSITION CODE THAT UNIQUELY IDENTIFIES A UNIT, ACTIVITY, OR ORGANIZATION.

“DOCUMENT TYPE” MEANS THE TYPE OF PAYMENT REQUEST OR RECEIVING REPORT AVAILABLE FOR CREATION IN WIDE AREA WORKFLOW (WAWF).

“LOCAL PROCESSING OFFICE (LPO)” IS THE OFFICE RESPONSIBLE FOR PAYMENT CERTIFICATION WHEN PAYMENT CERTIFICATION IS DONE EXTERNAL TO THE ENTITLEMENT SYSTEM.

(B) *ELECTRONIC INVOICING*. THE WAWF SYSTEM IS THE METHOD TO ELECTRONICALLY PROCESS VENDOR PAYMENT REQUESTS AND RECEIVING REPORTS, AS AUTHORIZED BY DFARS 252.232-7003, ELECTRONIC SUBMISSION OF PAYMENT REQUESTS AND RECEIVING REPORTS.

(C) *WAWF ACCESS*. TO ACCESS WAWF, THE CONTRACTOR SHALL—

(1) HAVE A DESIGNATED ELECTRONIC BUSINESS POINT OF CONTACT IN THE CENTRAL CONTRACTOR

REGISTRATION AT [HTTPS://WWW.ACQUISITION.GOV/](https://WWW.ACQUISITION.GOV/); AND

(2) BE REGISTERED TO USE WAWF AT [HTTPS://WAWF.EB.MIL/](https://WAWF.EB.MIL/) FOLLOWING THE STEP-BY-STEP

PROCEDURES FOR SELF-REGISTRATION AVAILABLE AT THIS WEB SITE.

(D) *WAWF TRAINING*. THE CONTRACTOR SHOULD FOLLOW THE TRAINING INSTRUCTIONS THE WAWF WEB-BASED TRAINING COURSE AND USE THE PRACTICE TRAINING SITE BEFORE SUBMITTING PAYMENT REQUESTS THROUGH WAWF. BOTH CAN BE ACCESSED BY SELECT THE “WEB BASED TRAINING” LINK ON THE WAWF HOME PAGE AT [HTTPS://WAWF.EB.MIL/](https://WAWF.EB.MIL/)

WAWF METHODS OF DOCUMENT SUBMISSION.

DOCUMENTS SUBMISSION MAY BE VIA WEB ENTRY, ELECTRONIC DATA INTERCHANGE, OR FILE

TRANSFER PROTOCOL. (F) *WAWF PAYMENT INSTRUCTIONS*. THE CONTRACTOR MUST USE THE FOLLOWING INFORMATION WHEN SUBMITTING PAYMENT REQUESTS AND RECEIVING REPORTS IN WAWF FOR THIS CONTRACT/ORDER:

(1) *DOCUMENT TYPE*. THE CONTRACTOR SHALL USE THE FOLLOWING DOCUMENT TYPE(S):

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(2) INSPECTION/ACCEPTANCE LOCATION. THE CONTRACTOR SHALL SELECT THE FOLLOWING INSPECTION/ACCEPTANCE LOCATION(S) IN WAWF, AS SPECIFIED BY THE CONTRACTING OFFICER:

NOT APPLICABLE

(3) DOCUMENT ROUTING. THE CONTRACTOR SHALL USE THE INFORMATION IN THE ROUTING

DATA TABLE BELOW ONLY TO FILL IN APPLICABLE FIELDS IN WAWF WHEN CREATING PAYMENT REQUESTS AND RECEIVING REPORTS IN THE SYSTEM.

<i>FIELD NAME IN WAWF</i>	<i>DATA TO BE ENTERED IN WAWF</i>
PAY OFFICIAL DODAAC	N68732
ISSUE BY DODAAC	N00189
ADMIN DODAAC	N00189
INSPECT BY DODAAC	N32446
SERVICE ACCEPTOR (DODAAC)	N32446
L PO DODAAC	N61463

(4) PAYMENT REQUEST AND SUPPORTING DOCUMENTATION. THE CONTRACTOR SHALL ENSURE A PAYMENT REQUEST INCLUDES APPROPRIATE CONTRACT LINE ITEM AND SUBLINE ITEM DESCRIPTIONS OF THE WORK PERFORMED OR SUPPLIES DELIVERED, UNIT PRICE/COST PER UNIT, FEE (IF APPLICABLE), AND ALL RELEVANT BACK-UP DOCUMENTATION, AS DEFINED IN DFARS APPENDIX F, (E.G. TIMESHEETS) IN SUPPORT OF EACH PAYMENT REQUEST.

(5) WAWF EMAIL NOTIFICATIONS. THE CONTRACTOR SHALL ENTER THE E-MAIL ADDRESS IDENTIFIED BELOW IN THE “SEND ADDITIONAL EMAIL NOTIFICATIONS” FIELD OF WAWF OF DOCUMENT IS SUBMITTED IN THE SYSTEM.

(G) WAWF POINT OF CONTACT

(1) THE CONTRACTOR MAY OBTAIN CLARIFICATION REGARDING INVOICING IN WAWF FROM THE FOLLOWING CONTRACTING ACTIVITY’S WAWF POINT OF CONTACT: SEE (5) ABOVE

(2) FOR TECHNICAL WAWF HELP, CONTACT THE WAWF HELPDESK AT 866-618-5988. (END OF C

5252.204-9400 CONTRACTOR ACCESS TO FEDERALLY CONTROLLED FACILITIES AND/OR UNCLASSIFIED SENSITIVE INFORMATION OR UNCLASSIFIED IT SYSTEMS (MAY 2010)

HOMELAND SECURITY PRESIDENTIAL DIRECTIVE (HSPD)-12, REQUIRES GOVERNMENT AGENCIES TO DEVELOP AND IMPLEMENT FEDERAL SECURITY STANDARDS FOR FEDERAL EMPLOYEES AND CONTRACTORS. THE DEPUTY SECRETARY OF DEFENSE DIRECTIVE-TYPE MEMORANDUM (DTM) 08-006 – “DOD IMPLEMENTATION OF HOMELAND SECURITY PRESIDENTIAL DIRECTIVE – 12 (HSPD-12)” DATED NOVEMBER 26, 2008 (OR ITS SUBSEQUENT DOD INSTRUCTION) DIRECTS IMPLEMENTATION OF HSPD-12. THIS CLAUSE IS IN ACCORDANCE WITH HSPD-12 AND ITS IMPLEMENTING DIRECTIVES. THIS CLAUSE APPLIES TO CONTRACTOR EMPLOYEES REQUIRING PHYSICAL ACCESS TO ANY AREA OF A FEDERALLY CONTROLLED BASE, FACILITY OR ACTIVITY AND/OR REQUIRING ACCESS TO A DOD COMPUTER/NETWORK, TO PERFORM CERTAIN UNCLASSIFIED BOTH NON-SENSITIVE AND SENSITIVE DUTIES. IT IS THE RESPONSIBILITY OF THE COMMAND/FACILITY WHERE THE WORK IS PERFORMED TO ENSURE COMPLIANCE.

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THE REQUIREMENT TO CONTROL ACCESS TO SENSITIVE INFORMATION APPLIES TO ALL US GOVERNMENT IT SYSTEMS AND/OR AREAS WHERE UNCLASSIFIED BUT SENSITIVE INFORMATION MAY BE DISCUSSED, DISPLAYED OR MAINTAINED. DON POLICY PRESCRIBES THAT ALL UNCLASSIFIED DATA THAT HAS NOT BEEN APPROVED FOR PUBLIC RELEASE AND IS STORED ON MOBILE COMPUTING DEVICES MUST BE TREATED AS SENSITIVE DATA AND ENCRYPTED USING COMMERCIALY AVAILABLE ENCRYPTION TECHNOLOGY. WHENEVER GRANTED ACCESS TO SENSITIVE INFORMATION, CONTRACTOR EMPLOYEES SHALL FOLLOW APPLICABLE DOD/DON INSTRUCTIONS, REGULATIONS, POLICIES AND PROCEDURES WHEN REVIEWING, PROCESSING, PRODUCING, PROTECTING, DESTROYING AND/OR STORING THAT INFORMATION. OPERATIONAL SECURITY (OPSEC) PROCEDURES AND PRACTICES MUST BE IMPLEMENTED BY BOTH THE CONTRACTOR AND CONTRACT EMPLOYEE TO PROTECT THE PRODUCT, INFORMATION, SERVICES, OPERATIONS AND MISSIONS RELATED TO THE CONTRACT. THE CONTRACTOR SHALL DESIGNATE AN EMPLOYEE TO SERVE AS THE CONTRACTOR'S SECURITY REPRESENTATIVE. WITHIN THREE WORK DAYS AFTER CONTRACT AWARD, THE CONTRACTOR SHALL PROVIDE TO THE NAVY COMMAND'S SECURITY MANAGER AND THE CONTRACTING OFFICER, IN WRITING, THE NAME, TITLE, ADDRESS AND PHONE NUMBER FOR THE CONTRACTOR'S SECURITY REPRESENTATIVE. THE CONTRACTOR'S SECURITY REPRESENTATIVE SHALL BE THE PRIMARY POINT OF CONTACT ON ANY SECURITY MATTER. THE CONTRACTOR'S SECURITY REPRESENTATIVE SHALL NOT BE REPLACED OR REMOVED WITHOUT PRIOR NOTICE TO THE CONTRACTING OFFICER.

NON-SENSITIVE POSITIONS

CONTRACTOR EMPLOYEE WHOSE WORK IS UNCLASSIFIED AND NON-SENSITIVE (E.G., PERFORMING CERTAIN DUTIES SUCH AS LAWN MAINTENANCE, VENDOR SERVICES, ETC ...) AND WHO REQUIRES PHYSICAL ACCESS TO PUBLICLY ACCESSIBLE AREAS TO PERFORM THOSE DUTIES SHALL MEET THE FOLLOWING MINIMUM REQUIREMENTS:

MUST BE EITHER A US CITIZEN OR A US PERMANENT RESIDENT WITH A MINIMUM OF 3 YEARS LEGAL RESIDENCY IN THE US (AS REQUIRED BY THE DEPUTY SECRETARY OF DEFENSE DTM

08-006 OR ITS SUBSEQUENT DOD INSTRUCTION) AND

MUST HAVE A FAVORABLY COMPLETED NATIONAL AGENCY CHECK WITH WRITTEN INQUIRIES (NACI) INCLUDING A FEDERAL BUREAU OF INVESTIGATION (FBI) FINGERPRINT CHECK PRIOR TO INSTALLATION ACCESS.

TO BE CONSIDERED FOR A FAVORABLE TRUSTWORTHINESS DETERMINATION, THE CONTRACTOR'S SECURITY REPRESENTATIVE MUST SUBMIT FOR ALL EMPLOYEES EACH OF THE FOLLOWING:

- * SF-85 QUESTIONNAIRE FOR NON-SENSITIVE POSITIONS**
- * TWO FD-258 APPLICANT FINGERPRINT CARDS**
- * ORIGINAL SIGNED RELEASE STATEMENTS**

THE CONTRACTOR SHALL ENSURE EACH INDIVIDUAL EMPLOYEE HAS A CURRENT FAVORABLY COMPLETED NACI.

THE CONTRACTOR'S SECURITY REPRESENTATIVE SHALL BE RESPONSIBLE FOR INITIATING REINVESTIGATIONS AS REQUIRED. FAILURE TO PROVIDE THE REQUIRED DOCUMENTATION, AT LEAST 30 DAYS PRIOR TO THE INDIVIDUAL'S START DATE SHALL RESULT IN DELAYING THE INDIVIDUAL'S START DATE.

SENSITIVE POSITIONS

CONTRACTOR EMPLOYEE WHOSE DUTIES REQUIRE ACCESSING A DOD UNCLASSIFIED COMPUTER/NETWORK, WORKING WITH SENSITIVE UNCLASSIFIED INFORMATION (EITHER AT A GOVERNMENT OR CONTRACTOR FACILITY), OR PHYSICAL ACCESS TO A DOD FACILITY MUST BE A US CITIZEN AND POSSESS A FAVORABLE TRUSTWORTHINESS DETERMINATION PRIOR TO INSTALLATION ACCESS.

TO OBTAIN A FAVORABLE TRUSTWORTHINESS DETERMINATION, EACH CONTRACTOR EMPLOYEE MUST HAVE A FAVORABLY COMPLETED NATIONAL AGENCY CHECK WITH LOCAL CREDIT CHECKS (NACLC) WHICH CONSISTS OF A NACI INCLUDING A FBI FINGERPRINT CHECK PLUS CREDIT AND LAW ENFORCEMENT CHECKS. EACH CONTRACTOR EMPLOYEE APPLYING FOR A TRUSTWORTHINESS DETERMINATION IS REQUIRED TO COMPLETE:

- * SF-85P QUESTIONNAIRE FOR PUBLIC TRUST POSITIONS**
- * TWO FD-258 APPLICANT FINGERPRINT CARDS**
- * ORIGINAL SIGNED RELEASE STATEMENTS**

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FAILURE TO PROVIDE THE REQUIRED DOCUMENTATION AT LEAST 30 DAYS PRIOR TO THE INDIVIDUAL'S START DATE SHALL RESULT IN DELAYING THE INDIVIDUAL'S START DATE. TO MAINTAIN CONTINUING AUTHORIZATION FOR AN EMPLOYEE TO ACCESS A DOD UNCLASSIFIED COMPUTER/NETWORK, AND/OR HAVE ACCESS TO SENSITIVE UNCLASSIFIED INFORMATION, THE CONTRACTOR SHALL ENSURE THAT THE INDIVIDUAL EMPLOYEE HAS A CURRENT REQUISITE BACKGROUND INVESTIGATION. THE CONTRACTOR'S SECURITY REPRESENTATIVE SHALL BE RESPONSIBLE FOR INITIATING REINVESTIGATIONS AS REQUIRED AND ENSURING THAT BACKGROUND INVESTIGATIONS REMAIN CURRENT (NOT OLDER THAN 10 YEARS) THROUGHOUT THE CONTRACT PERFORMANCE PERIOD.

IT SYSTEMS ACCESS

WHEN ACCESS TO IT SYSTEMS IS REQUIRED FOR PERFORMANCE OF THE CONTRACTOR EMPLOYEE'S DUTIES, SUCH EMPLOYEES SHALL IN-PROCESS WITH THE NAVY COMMAND'S SECURITY MANAGER AND INFORMATION ASSURANCE MANAGER UPON ARRIVAL TO THE NAVY COMMAND AND SHALL OUT-PROCESS PRIOR TO THEIR DEPARTURE AT THE COMPLETION OF THE INDIVIDUAL'S PERFORMANCE UNDER THE CONTRACT. COMPLETION AND APPROVAL OF A SYSTEM AUTHORIZATION ACCESS REQUEST NAVY (SAAR-N) FORM IS REQUIRED FOR ALL

INDIVIDUALS ACCESSING NAVY INFORMATION TECHNOLOGY RESOURCES. THE SAAR-N SHALL BE FORWARDED TO THE NAVY COMMAND'S SECURITY MANAGER AT LEAST 30 DAYS PRIOR TO THE INDIVIDUAL'S START DATE. FAILURE TO PROVIDE THE REQUIRED DOCUMENTATION AT LEAST 30 DAYS PRIOR TO THE INDIVIDUAL'S START DATE SHALL RESULT IN DELAYING THE INDIVIDUAL'S START DATE.

WHEN REQUIRED TO MAINTAIN ACCESS TO REQUIRED IT SYSTEMS OR NETWORKS, THE CONTRACTOR SHALL ENSURE THAT ALL EMPLOYEES REQUIRING ACCESS COMPLETE ANNUAL INFORMATION ASSURANCE (IA) TRAINING, AND MAINTAIN A CURRENT REQUISITE BACKGROUND INVESTIGATION. THE CONTRACTOR'S SECURITY REPRESENTATIVE SHALL CONTACT THE COMMAND SECURITY MANAGER FOR GUIDANCE WHEN REINVESTIGATIONS ARE REQUIRED.

SECURITY APPROVAL PROCESS

THE CONTRACTOR'S SECURITY REPRESENTATIVE SHALL ENSURE THAT EACH INDIVIDUAL EMPLOYEE PENDING ASSIGNMENT SHALL ACCURATELY COMPLETE THE REQUIRED FORMS FOR SUBMISSION TO THE NAVY COMMAND'S SECURITY MANAGER. THE CONTRACTOR'S SECURITY REPRESENTATIVE SHALL SCREEN THE INVESTIGATIVE QUESTIONNAIRES FOR COMPLETENESS AND ACCURACY AND FOR POTENTIAL SUITABILITY/SECURITY ISSUES PRIOR

TO SUBMITTING THE REQUEST TO THE NAVY COMMAND'S SECURITY MANAGER. FORMS AND FINGERPRINT CARDS MAY BE OBTAINED FROM THE NAVY COMMAND'S SECURITY MANAGER. THESE REQUIRED ITEMS, SHALL BE FORWARDED TO THE NAVY COMMAND'S SECURITY MANAGER FOR PROCESSING AT LEAST 30 DAYS PRIOR TO THE INDIVIDUAL EMPLOYEE'S

ANTICIPATED DATE FOR REPORTING FOR DUTY. THE NAVY COMMAND'S SECURITY MANAGER WILL REVIEW THE SUBMITTED DOCUMENTATION FOR COMPLETENESS PRIOR TO SUBMITTING IT TO THE OFFICE OF PERSONNEL MANAGEMENT (OPM).

SUITABILITY/SECURITY ISSUES IDENTIFIED BY THE NAVY COMMAND'S SECURITY MANAGER MAY RENDER THE CONTRACT EMPLOYEE INELIGIBLE FOR THE ASSIGNMENT. A FAVORABLE REVIEW OF THE QUESTIONNAIRE AND ADVANCE FINGERPRINT RESULTS ARE REQUIRED AS AN INTERIM MEASURE PRIOR TO THE CONTRACT EMPLOYEE START DATE. AN UNFAVORABLE DETERMINATION MADE BY THE NAVY COMMAND'S SECURITY MANAGER IS FINAL AND SUCH A DETERMINATION DOES NOT RELIEVE THE CONTRACTOR FROM MEETING ANY CONTRACTUAL OBLIGATION UNDER THE CONTRACT.

IF CONTRACTOR EMPLOYEES ALREADY POSSESS A CURRENT FAVORABLY ADJUDICATED INVESTIGATION, THE NAVY COMMAND'S SECURITY MANAGER WILL USE THE VISIT AUTHORIZATION REQUEST (VAR) VIA THE JOINT PERSONNEL ADJUDICATION SYSTEM (JPAS). THE CONTRACTOR SHALL INCLUDE THE IT POSITION CATEGORY PER SECNAV M-5510.30 FOR EACH EMPLOYEE DESIGNATED ON A VAR. THE VAR REQUIRES ANNUAL RENEWAL FOR THE DURATION OF THE EMPLOYEE'S PERFORMANCE UNDER THE CONTRACT.

THE NAVY COMMAND'S SECURITY MANAGER WILL FORWARD THE REQUIRED FORMS TO OPM FOR PROCESSING. ONCE THE INVESTIGATION IS COMPLETE, THE RESULTS WILL BE FORWARDED BY OPM TO THE DON CENTRAL ADJUDICATION FACILITY (CAF) FOR A POSITION OF TRUST DETERMINATION. WHEN A FAVORABLE DETERMINATION IS NOT MADE, CONTRACTOR EMPLOYEES SHALL NOT BE PERMITTED TO WORK ON THIS CONTRACT EFFORT AND IF ALREADY WORKING ON THE CONTRACT, SHALL BE REMOVED IMMEDIATELY. THE POTENTIAL CONSEQUENCES OF ANY REQUIREMENTS UNDER THIS CLAUSE INCLUDING

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DENIAL OF ACCESS FOR A PROPOSED CONTRACTOR EMPLOYEE WHO FAILS TO OBTAIN A FAVORABLE TRUSTWORTHINESS DETERMINATION IN NO WAY RELIEVES THE CONTRACTOR FROM THE REQUIREMENT TO EXECUTE PERFORMANCE UNDER THE CONTRACT WITHIN THE TIMEFRAMES SPECIFIED IN THE CONTRACT. CONTRACTORS SHALL PLAN AHEAD IN PROCESSING THEIR EMPLOYEES AND SUBCONTRACTOR EMPLOYEES FOR WORKING IN NON-SENSITIVE POSITIONS, WITH SENSITIVE INFORMATION, AND/OR ON GOVERNMENT IT SYSTEMS. THE CONTRACTOR SHALL INSERT THIS CLAUSE IN ALL SUBCONTRACTS WHEN THE SUBCONTRACTOR IS PERMITTED TO HAVE PHYSICAL ACCESS TO A FEDERALLY CONTROLLED FACILITY AND/OR ACCESS TO A FEDERALLY-CONTROLLED INFORMATION SYSTEM/NETWORK AND/OR ACCESS TO GOVERNMENT INFORMATION.

(END OF CLAUSE)

5252.243-9400 AUTHORIZED CHANGES ONLY BY THE CONTRACTING OFFICER (JAN 1992)

(A) EXCEPT AS SPECIFIED IN PARAGRAPH (B) BELOW, NO ORDER, STATEMENT, OR CONDUCT OF GOVERNMENT PERSONNEL WHO VISIT THE CONTRACTOR'S FACILITIES OR IN ANY OTHER MANNER COMMUNICATE WITH CONTRACTOR PERSONNEL DURING THE PERFORMANCE OF THIS CONTRACT SHALL CONSTITUTE A CHANGE UNDER THE "CHANGES" CLAUSE OF THIS CONTRACT.

(B) THE CONTRACTOR SHALL NOT COMPLY WITH ANY ORDER, DIRECTION OR REQUEST OF GOVERNMENT PERSONNEL UNLESS IT IS ISSUED IN WRITING AND SIGNED BY THE CONTRACTING OFFICER, OR IS PURSUANT TO SPECIFIC AUTHORITY OTHERWISE INCLUDED AS A PART OF THIS CONTRACT.

(C) THE CONTRACTING OFFICER IS THE ONLY PERSON AUTHORIZED TO APPROVE CHANGES IN ANY OF THE REQUIREMENTS OF THIS CONTRACT AND NOTWITHSTANDING PROVISIONS CONTAINED ELSEWHERE IN THIS CONTRACT, THE SAID AUTHORITY REMAINS SOLELY WITH THE CONTRACTING OFFICER. IN THE EVENT THE CONTRACTOR EFFECTS ANY CHANGE AT THE DIRECTION OF ANY PERSON OTHER THAN THE CONTRACTING OFFICER, THE CHANGE WILL BE CONSIDERED TO HAVE BEEN MADE WITHOUT AUTHORITY AND NO ADJUSTMENT WILL BE MADE IN THE CONTRACT PRICE TO COVER ANY INCREASE IN CHARGES INCURRED AS A RESULT THEREOF. THE ADDRESS AND TELEPHONE NUMBER OF THE CONTRACTING OFFICER IS:

(END OF CLAUSE)

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SECTION J LIST OF ATTACHMENTS

ATTACHMENT 1: QASP

QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)

ENGINEERING & DESIGN SERVICES, PORTSMOUTH NAVAL SHIPYARD

KITTERY, ME

Purpose

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

1. Critical performance processes and requirements. Critical to the performance of engineering and design support services in support of Commander Navy Region Mid-Atlantic (CNRMA), Ports Operations Department located at Portsmouth Naval Shipyard, Kittery, ME is the timely, accurate, and thorough completion of all task order requirements.
2. Performance Standards
 - a. Schedule - The due dates for deliverables and the actual accomplishment of the schedule will be assessed against original due dates and milestones established for the task order.
 - b. Deliverables – The deliverables required to be submitted will be assessed against the specifications for the deliverables detailed in the task order for the required content, quality, timeliness, and accuracy.
 - c. Past Performance - In addition to any schedule and deliverables aspects of performance discussed above, pursuant to FAR 42.15, the Government will assess the contractor’s record of conforming to task order requirements and to standards of good workmanship, the contractor’s adherence to schedules including the administrative aspects of performance, the contractor’s history of reasonable and cooperative behavior and commitment to customer satisfaction, and the contractor’s business-like concern for the interest of the customer.
3. Surveillance Methods: The primary methods of surveillance used to monitor performance of this order include, but is not limited to, random or planned sampling, periodic inspection, and validated customer complaints.
4. Performance Measurement: For the performance objectives described in the PWS or SOW, the following performance standards are established for this requirement. Each performance standard identified below establishes the surveillance technique and the contractor incentive.

The COR or Government Technical Point of Contact (GTPOC) will create a simple written log to document dates and times contractor was notified and requested to provide service plus the contractor’s response time.

Under the performance standards listed below, 95th percentile is considered satisfactory/successful performance.

Unsatisfactory work performed but rejected by the Government COR or GTPOC shall be corrected by the contractor within the next business day of notification. Failure to do so will adversely affect the overall performance standards of the contractor.

Performance Element	Performance Requirement	Surveillance Method	Frequency	Acceptable Quality Level
Performance Standard 1: The contractor shall provide weekly status reports	Accurate and free of clerical mistakes	Assessment by the COR/GTPOC	100% inspection of all deliverables.	95 % of deliverables submitted timely and

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detailing all work accomplished during that period.				without rework required
Performance Standard 2: The contractor shall ensure all work is completed on schedule.	Performance of sufficient quality to earn a Satisfactory (or higher) rating in the COR's annual report on contractor performance	Assessment by the COR/GTPOC	Periodic inspection	95% of deliverables submitted timely and without rework required
Performance Standard 3: The contractor shall work with Government personnel to ensure compliance with all current applicable Navy policies.	Performance of sufficient quality to earn a Satisfactory (or higher) rating in the COR's annual report on contractor performance	Assessment by the COR/GTPOC	Periodic inspection	Meets 95% of standards

If performance is within acceptable levels, it will be considered to be satisfactory. If not, overall performance may be considered unsatisfactory.

5. Incentives/Disincentives:

The COR/ GTPOC prepares an annual report on contractor performance. The contractor's failure to achieve satisfactory performance under the task order, reflected in the COR's annual report, may result in termination of the task order and may also result in the loss of future Government contracts/task orders. The contractor's failure to achieve satisfactory performance under the task order may result in the non-exercise of available options.

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

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

If the contractor does not provide the required support within the timeframes established, the COR/ GTPOC shall document the contractor's inability to meet the minimum Acceptable Quality Level for timelines in the past performance record for this contract, and provide documentation to the Contracting Officer for possible action.

ATTACHMENT 2: PAST PERFORMANCE INFORMATION

<i>CORPORATE EXPERIENCE and PAST PERFORMANCE INFORMATION FORM</i>		<i>Form ___ of ___</i>
<i>Name of Offeror:</i>		
<i>Contract Number, order number, or identifier:</i>		
<i>Customer Name & Location:</i>		

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Customer Point of Contact (Name & Title):			
Telephone Number (PLEASE VERIFY):			
and e-mail address			
Total dollar amount for this effort during the past five (5) years:		(Show calendar year and dollars)	
(For ordering vehicles, show both the annual estimated contract amount and the amount of orders actually performed):			
Number of personnel (FTE) performing per year (avg.):		Period of Performance:	From:
			To:
Detailed description of the work performed sufficient to demonstrate the relevance of the reference to the solicitation:			
Quality, delivery, or cost problem(s); corrective action(s) taken; and effectiveness of the corrective action(s):			
Subcontractor(s) Utilized in Performance of this contract, description of the extent of work performed by subcontractor(s), along with annual dollar value of all subcontracts:			

ATTACHMENT 3: PAST PERFORMANCE REPORT

PAST PERFORMANCE REPORT FORM

TO BE COMPLETED BY THE RESPONDENT AND RETURNED TO FLCN CONTRACTS GROTON, CT

(PLEASE DO NOT RETURN TO THE CONTRACTOR WHO ORIGINATED THIS REQUEST)

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A. The completion of this questionnaire is requested from your agency/company in order for the Fleet Logistics Center (FLC) Norfolk, Contracts, Groton, CT Branch to evaluate the below mentioned contractor's past performance on previous contracts as it relates to the probability of successful accomplishment of the work required by the Government relative to the award of the contract resulting from the RFQ.

Please provide concise comments regarding your overall assessment of the contractor's performance on the contract identified below. Please respond to each question in a narrative format. Please mail, fax, or e-mail your completed questionnaire directly to the address below:

Contractor: _____

Agency/Company completing form: _____

POC/Title/Position: _____

Email Address: _____

Contract/Purchase Order No.: _____

Contract Amount: _____

Contract Type: _____

Period of Performance: _____

Business Address: _____

Phone Number: _____

1. Quality:

(i) Describe satisfaction with the contractor

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(ii) Describe instances of rework and/or deficiency reports

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(iii) Describe effective and/or innovative work applications that were beneficial to you

2. Timeliness:

(i) Describe contractor's demonstrated ability to comply with: delivery and/or performance schedules. What were the causes of any delay?

(ii) Describe timeliness of submission of requested information, reports, and invoicing

3. Responsiveness:

(i) Describe contractor's demonstrated ability to respond to your concerns.

(ii) Describe contractor's efforts to isolate and resolve problems and take systemic improvement action.

D. Identify the contractor's overall strengths and weaknesses.

E. Given the choice, would you award to this contractor again?

F. Are you aware of any other contracted efforts performed by this contractor similar in nature to this contract? Please identify contract/program and point of contact.

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G. Is there anyone else we should send this questionnaire to? Please identify by name, organization, and phone number.